



ROCK
C H U R C H

JOB DESCRIPTION

Position: **North County Associate
Campus Pastor**

Reports to: **North County Campus
Pastor**

Position Status: **Full-Time, Exempt**

Department: **Satellite**

Effective: **November 2011**

Replaces: **New Position**

Position Number: **RC-38-11**

Posting Date: **November 14, 2011**

1st Closing Date: **November 21, 2011**

Position Summary:

The Associate Campus Pastor is responsible for the recruiting, training, and shepherding of small group, outreach and volunteers leaders. The Associate Campus Pastor will also oversee administration of Do Something Life. The Associate Campus Pastor will report to the North County Campus Pastor.

Job Responsibilities and Duties:

1. Assists in the development and implementation of the Do Something Life strategy into the congregation and community.
2. Responsible for the growth of the men's/women's, 1825, and outreach ministries.
3. Develops a small group structure that serves all Do Something Life ministries to enable growth.
4. Responsible for identifying goals and desired results for small group, men's/women's, and outreach ministries.
5. Ensures the day to day operations of outreach ministries are conducted in a manner that will honor God.
6. Shepherds, guides, and leads Do Something Life ministry leaders, small group leaders, outreach leaders as well as all other volunteer leaders.
7. Develops and implements a volunteer growth strategy that helps recruit and develop leaders spiritually as well as strengthen their leadership skills in their volunteer roles.
8. Provides Biblical guidance and counseling as needed to the congregation.
9. Exemplifies servant leadership to ministry leaders.
10. Attends and participates in weekly team meetings and regular pastoral meetings.
11. Serves as a support staff for weekend services.
12. Serves on the Pastoral Care Team and is able to provide Biblical counseling and participate in weddings, funerals, and other sacerdotal duties.

The above summary of duties represents the major tasks and duties. This is not intended to be an exhaustive list of all responsibilities. Therefore, the individual may perform other related tasks under the direction of the North County Campus Pastor.

Job Skills and Requirements:

1. At least 4 years of experience in church or para-ministry environment.
2. Degree in Theology and/or M.Div. preferred but not required.
3. Demonstrated ability to provide directional leadership.
4. Self motivated and goal oriented with a desire to continue learning and growing.

5. Ability to work well under short deadlines, juggle multiple priorities, recognize and respond to urgent requests, and quickly adjust to changing priorities.
6. Proven ability to work well with and leverage volunteers through all aspects of ministry.
7. Must have excellent organizational and time management skills.
8. Strong relationally and the ability to oversee and lead multiple teams consisting of both staff and volunteers.
9. Experience in Conflict Resolution
10. Must be an excellent communicator and able to articulate clearly both in spoken and written form.

Expectations of Staff:

1. Christ-centered behavior at all times. i.e. treating people with dignity, respect, compassion and integrity.
2. For all grievances, follow Matthew 18 and Ephesians 4:15.
3. Proactive participation in the Strategic Ministry Model.
4. Successful completion of a background check.
5. Pleasant and professional personality and appearance.
6. Regular attendee of a North County Rock Weekend service.
7. Regular involvement in North County Rock Church activities, ministries and events.
8. Attendance at all mandatory meetings (and events, as needed).
9. A tithe of 10% to the Rock.
10. Signed acknowledgement of the Rock Church Statement of Faith.
11. Adheres to policies and procedures as stated in the Rock Church employee handbook.
12. Registered and active in the Rock A.R.M.Y.

Physical Requirements

Ability to function independently and ability to speak. Physically able to lift up to 25 lbs (with or without assistance). This position also may require long periods of standing up and walking.

Employment At-Will:

All employees of the Rock Church are at-will, and as such, are free to resign any time without reason. The Rock Church likewise, retains the right to terminate and employee's employment at any time with or without reason or notice.

Nothing contained in this job description or any other document provided to the employee is intended to be, nor should it be, construed as a guarantee that employment or any benefit will be continued for any period of time. Any salary figures provided to an employee in annual or monthly terms are stated for the sake of convenience or to facilitate comparisons that are not intended and do not create an employment contract for any specific period of time.

No manager, supervisor or employee of the Rock Church has any authority to enter into any agreement for employment for any specified period of time or to make any agreement for employment other than at-will.