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# **COMPASS STUDENTS**

## TEAM MANUAL

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## WELCOME TO COMPASS STUDENTS MINISTRIES

We are so excited that you have chosen to explore joining us as we help students become passionate disciples of Jesus Christ who follow our mission, **“Helping People Find & Follow God,”** which comes from Jesus’ Great Commission:

### THE GREAT COMMISSION

**Matthew 28:18 Then Jesus came to them (disciples) and said,**

**“All authority in heaven and on earth has been given to me. 19 Therefore GO and MAKE DISCIPLES of all nations, BAPTIZING them in the name of the Father and of the Son and of the Holy Spirit, 20 and TEACHING them to obey everything I have commanded you. And surely I am with you always, to the very end of the age.”**

This mission is going to be a fun, challenging, inspiring, demanding, and ultimately, a very fulfilling and rewarding adventure. Our Compass Student ministry staff and pastors will be with you every step of this journey helping to encourage, equip, and empower you to do this important and transformative ministry. So, let us begin by saying, “Thank you” for giving us your time and exploring this adventure called Compass Students Ministry.

The purpose of this guide is to help orient you as you begin this adventure.

## THE FOUR PRIORITIES OF THE COMPASS CHURCH

Passionate disciples of Jesus Christ who desire to live out our mission **“Helping People Find & Follow God,”** engage regularly in a balance of the following four priorities and are recognized and encouraged by our leadership at The Compass Church.

### 1. PURSUE HIM DAILY

An authentic follower of Jesus pursues the Lord daily.

**Psalm 27:8 My heart says of you, “Seek his face!” Your face, Lord, I will seek.**

Communication is key to all relationships. Intentionally prioritizing a quiet time and space to communicate with the Lord helps to build and grow our relationship. Bible reading and prayer are ways that we can consistently and accurately hear God’s voice and speak to Him of our needs and concerns.

### 2. CONNECT IN GROUPS

The Bible consistently teaches that we are always “better together.”

**Hebrews 10:25 Do not neglect meeting together, as some are in the habit of doing, because we need each other!**

Joining and engaging in small or medium-sized groups helps followers of Jesus grow in their love for God and each other.

### **3. SERVE IN TEAMS**

There is nothing (no-thing) better in all of life than loving and serving Jesus by loving and serving each other.

**1 Peter 4:10 God has given each of you a gift from his variety of spiritual gifts. Use them well to serve one another.**

Serving on our Compass Students Ministry Team with your passion for God and students is a great way to live out this priority.

### **4. REACH YOUR NEIGHBORS**

The Gospel, God's Good News found in Jesus, is the message we have been given to show and share with others.

**2 Corinthians 5:20 We are Christ's ambassadors; God is making His appeal through us. We plead, "Come back to God!"**

We experience this priority through personal evangelism as Christ's ambassadors and pleading with our students, neighbors and the nations to "Come back to God!"

## **THREE DECLARATIONS**

By joining the Compass Students Ministry Team:

1. You are declaring that you desire to make these four priorities a balanced part of your life with Jesus and His Church.
2. You are declaring that you desire to help students become passionate disciples of Jesus Christ who strive to live out our mission "*Helping People Find & Follow God*" wherever you find them; at weekend services, in student ministries, or even in your neighborhood.
3. You are declaring your commitment to help The Compass Church develop environments where students can: Pursue Him Daily, Connect in Groups, Serve in Teams, and Reach Your Neighbors.

Are you ready to make these declarations?

## THE ROLE OF STUDENT MINISTRY

In light of The Compass Church mission and priorities our Compass Students Ministry Team will...

**affirm and encourage full participation** in the life of The Compass Church by helping students engage in meaningful, **intergenerational relationships** within **a variety of environments in and beyond** Compass Students.

### CLARIFYING THE ROLE:

#### AFFIRM AND ENCOURAGE FULL PARTICIPATION

An effective student ministry is one which inspires and empowers students to experience the fullness of God's blessings in and through the church for a lifetime. This means helping students receive the blessing of God through things like baptism, communion, corporate prayer, Nights of Worship, etc. We strive to see students serving in places like CompassKids, Guest Services, and in our weekend worship services. By doing these things, we help students develop habits and values that will extend beyond their time in Compass Students.

#### INTERGENERATIONAL RELATIONSHIPS

Faith is passed down generation to generation through both teaching and modeling. Students become passionate followers of Jesus as adults who strive to live out our mission "*Helping People Find & Follow God*" and choose to engage in their lives both within and beyond student ministry. The Compass Students Ministry Team is tasked with the responsibility of recruiting and equipping adults to engage with students.

#### VARIETY OF ENVIRONMENTS IN & BEYOND COMPASS STUDENTS

The primary environments for Compass Students are Journey for junior high students and High School Ministry (HSM) for high school students. These however are not the only environments where students and adults come together to experience God's blessings through the church. The Compass Students Ministry Team strives to prepare each environment for student participation and intergenerational interaction.

#### SO WHAT DOES THIS MEAN FOR YOU?

It means that our job is to encourage and equip you to invite students into your life as you walk with Jesus and participate fully in the life of the church as we: Pursue Him Daily, Connect in Groups, Serve in Teams and Reach Your Neighbors.

## THE ROLE OF THE STUDENT PASTOR

**Ephesians 4:11-13 Christ himself gave the apostles, the prophets, the evangelists, the pastors and teachers, to equip his people for works of service, so that the body of Christ may be built up until we all reach unity in the faith and in the knowledge of the Son of God and become mature, attaining to the whole measure of the fullness of Christ.**

All followers of Jesus are Spirit-filled ministers whom God has uniquely created and blessed with talents and gifts to serve Him. These various gifts, utilized together, allow us to accomplish our mission. This means that **we are better together** as each one of us brings our unique gifts and abilities to effectively serve God.

Our tendency is to think that the paid staff is responsible for the “real work” of ministry while the volunteers just kind of help out here and there. Well, that’s simply not true.

According to the Ephesians 4 passage cited above, **one of the main roles of a pastor is “to equip Christ’s people for works of service, so that the body of Christ may be built up.”**

Compass Students pastors and staff are like assistant coaches on a sports team. They are responsible – under the ultimate Coaching of Jesus – to train, inspire, equip, correct, encourage, and organize God’s people for ministry so that the church as a whole can grow into maturity. In other words, **the role of the student pastor is to prepare you to fully engage in ministry.**

An important implication follows from this: **there is no such thing as a small role on the Compass Students Team.** Everyone is responsible to do his or her part by the Spirit’s power so that God will bring students into conformity to Christ. So, why do we have a team? We have a team because it takes a team to help students become **“the whole measure of the fullness of Christ.”**

### SO WHAT CAN YOU EXPECT FROM YOUR STUDENT PASTOR?

**1. PASTORAL CARE:** The student pastors are not here to simply pastor students; we are your pastors too. We are here to care for you, pray for you, encourage you, disciple, and guide you in your walk with Jesus. Please reach out to us when we can care for you and your family in any way.

**2. TRAINING:** The student pastors and staff will be intentional and diligent to train and equip you to succeed at whatever role you choose to take on the team. We want you to be effective and excited about what you do with students. That will require training and learning. Student ministry is not easy. But, like many other endeavors in life, “the longer you stick with it the better you get.” Your first year will really be an experience of “getting your feet wet.”

**3. HONORING YOUR TIME:** We know that your time is valuable, and we are grateful that you have chosen to share some of your time with us and the students of The Compass Church. For this reason, the pastors and Compass Students Ministry Staff will:

- **Do our best to be prepared and to prepare you** with clear responsibilities and expectations each time you are with us.
- **Avoid unnecessary meetings.** We want to maximize your time with students.
- **Avoid burying you with tasks, trips, and other things that you had no idea were a part of the deal.** When you pick a role, we want you to focus in on that role and get really good at it. If you pick up some other responsibilities along the way, it will be at your choosing.

#### **A NOTE ABOUT TEAM TRAINING:**

**Every Compass Students Team Member goes through core training upon joining the team. This manual is part of that core training.**

After the core training, your ongoing training and discipleship is turned over to the campus Compass Students Ministry Team. That team will make sure to fill you in on how training for specific ministries works depending on the role you choose.

### **THE ROLE OF THE VOLUNTEER**

Regardless of the ministry you serve in or the specific job you choose to do, there are **three core attributes** that every Compass Students volunteer should demonstrate: **Character, Community and Commitment.**

#### **CHARACTER**

In 1 Corinthians 11:1 the Apostle Paul writes,

**“Follow my example, just as I follow the example of Christ.”**

That’s a bold statement that many people would not be willing to make. However, it is possible by keeping these three truths in mind.

1. **Christian character is not about perfection but faithfulness.** It is about keeping your eyes on Jesus and pursuing Him even though we may stumble or fall.
2. **Christian character is not about us but about Jesus.** Our life and conduct should never testify to our own goodness but should point others to Jesus as we follow Him.
3. **Following Jesus is about obedience.** But, it begins with the humble recognition of our desperate need for a Savior. Keeping an authentic posture of humility and **practicing personal spiritual disciplines of prayer, confession, Scripture reading, and worship are essential for developing Christian character.**

## COMMUNITY

There are fifty-nine “one another” statements in the New Testament calling us to community. Among them are calls to “accept one another,” “love one another,” “pray for one another,” “serve one another,” “encourage one another,” and “be devoted to one another.”

At The Compass Church we create environments where these “one anothers” are practiced and where community is built. Prioritizing faithful engagement in our weekend services and in small groups help us build community.

## COMMITMENT

While there are a variety of roles in each of our Compass Students environments requiring varying degrees of commitment, we ask that every volunteer commit to the following expectations:

1. Commit to serve through August 31 of our ministry year.
2. Commit to read and respond appropriately to team communication through emails, texts, etc.
3. Commit to regularly praying for our staff, ministries, and students.

## BREAKING THE STEREOTYPE – THE PERFECT STUDENT MINISTRY VOLUNTEER

There’s a stereotype of the perfect student ministry volunteer. He or she is young, cool, in touch with all that’s trending now, musical, athletic, tech-savvy, funny and a Bible scholar all rolled into one outgoing, attractive and godly person that students want to follow and be like. **In one word, the perfect student ministry volunteer is a “unicorn” ... they don’t exist.**

Furthermore, there is no such thing as the right personality, age or background for student ministry. We have outgoing team members and we have others who are laid back and introverted. We have students, professionals, parents and grandparents. We have volunteers from a variety of social, ethnic and cultural backgrounds. **The reality is, effective Compass Students Ministry has a lot more to do with your heart than your demographic or personality.**

*At the heart, six qualities that effective student ministry volunteers possess and develop are:*

**1. GOD-DEPENDENCY** – Without Jesus, student ministry is impossible and we are completely inadequate for the task. People who feel totally adequate for student ministry are self-deceived. Conversely, those who know they are helpless are motivated to turn to: Jesus in prayer; teammates for wisdom and encouragement; and, leadership for direction and support. The humble self-awareness of our helplessness is the thing that keeps us dependent upon Jesus and connected to one another as a team to do what is only possible together with God.



**2. AUTHENTICITY** – There is a pressure in ministry to appear capable, knowledgeable and unshakeable; as if mature Christians don't struggle, question or doubt. This simply is not the example we want to provide for students. Rather, we want our students to see that Christians are those who know Jesus and turn to him always, and especially when difficult times come. Inviting a student to pray for you, to join you in finding the answer to a tough question, and, to worship with you in weakness - are all powerful ways to teach younger brothers and sisters to walk with Jesus – the ultimate source of strength and truth. Additionally, **authenticity breeds authenticity. You will “reap what you sow” (2 Corinthians 9:6).**

**3. PRESENCE** – Every moment you spend with a student is significant. You never know when a student will be ready to talk, or, be encouraged by something you said, or be deeply impressed by something you have done. If we are busy preparing, distracted by our phones or more interested in the other adults in the room, we will never be fully present to recognize these moments or the movement of the Holy Spirit. **Being fully present means being intentional about every moment we have with students.**

**4. LISTENING** – There are students everywhere who would give anything if somebody cared enough to listen. You may not be able to speak very well in front of students. You may not be able to give great advice. **Anyone can listen. And listening is a powerful gift you can give to students.**

**5. ENCOURAGING** – Adolescence is a stage of life when self-esteem is fragile, performance is scrutinized, and, “fitting in” is of supreme importance. Adolescents don't hear much encouragement or praise. **Encouraging students is all about seeing the best in a student and speaking it out loud.** It's saying “I love your creativity” even when their answer is a bit squirrely. It's saying “I admire your effort” even when they don't succeed. It's saying “you're so original” even though they stand out a bit.

**6. NURTURING** – Caring for people is hard work and can be messy. Think plants. Plants need rich soil, watering, fertilizing, weeding, and at times, pruning. It's the same with students. They need to be planted in community, watered by God's Word, strengthened in trials and challenged by courageous conversations. And, just like plants, God makes them grow. Our part is to trust God fully as we prayerfully and obediently commit ourselves to the ministry of nurture.

## THE GROUND RULES & GUARDRAILS IN STUDENT MINISTRY

Specific guardrails are in place **to protect** leaders and students and **to promote healthy ministry.**

These guardrails are firmly in place and are **NEVER** to be crossed at any time.

**1. SAME GENDER “MINISTRY”** – It is the church's policy that male leaders should seek to minister to male students and female leaders should seek to minister to female students. Any exceptions must have prior approval from your student pastor and be conducted in a public setting.

**2. APPROPRIATE RELATIONSHIPS** – There is a big difference between being a “friend” and being a “leader”. It is expected that adult Compass Students Leaders will cultivate healthy adult relationships in addition to the relationships they have with students. It is not healthy for Compass Students events to be the primary outlet for the social needs of an adult team member. All leader-student appointments should have a specific purpose and plan.

**3. NEVER ALONE** – Two or more screened Compass Students Staff Members or Volunteers should be present at all times when student ministry activities are conducted. All staff and volunteers are strictly prohibited from being alone with a student. Classroom doors should remain unlocked at all times. Rooms with windows must remain uncovered at all times. Rooms without windows must have doors that remain open.

**4. OFFSITE MINISTRY/DISCIPLESHIP** - Should be pre-approved by a Compass Students Pastor and conducted in public places with parent approval.

**5. DATING/ROMANTIC RELATIONSHIPS** – Guy/girl relationships (i.e. dating or going out together on a social level) between adult leaders and students is forbidden. There are no exceptions to this rule.

**6. ABUSE & SUSPECTED ABUSE** – The physical and emotional health and well-being of students is one of our great concerns. In the course of ministry, you may become aware or suspect that a student has been, or, is currently being abused or neglected. Such suspicions or information must be reported to a Compass Students Pastor immediately. Regardless of one’s status as a mandatory reporter, the pastoral staff should always be informed of any such suspicions.

- Any and all allegations of sexual or physical abuse directed toward a Compass Students Leader will result in immediate action and be thoroughly investigated by the proper authorities.
- Compass Students Leaders must use discretion in terms of physical contact of any kind. Avoid full body hugs with students and volunteers of the opposite sex. Remain in public spaces to avoid suspicion.

**7. DIVERSITY & SENSITIVITY** – Every person regardless of age, ethnicity, culture, gender attraction or socio-political perspective has been created in God’s image and is worthy of the ministry of Jesus Christ. Additionally, diversity is part of God’s grand plan of redemption; calling people from every tongue, tribe and nation. We expect that every Compass Students Staff Member and Volunteer speak and act with the utmost respect regarding people of diverse backgrounds. Exclusion and offensive labels regarding ethnicity, culture, gender attraction or social status will not be tolerated and may be grounds for dismissal from serving in Compass Students.

**8. DISCIPLINE GUIDELINES** – Never touch a student in a disrespectful manner or make derogatory remarks. Physical punishment is never allowed at any time. The only acceptable time to physically restrain a student is when you believe a student is attempting to do bodily harm to themselves or another student. Never hit, kick, push, or yell at a student.

**9. TRANSPORTATION FOR COMPASS STUDENTS MINISTRY EVENTS** – Leaders are not permitted to transport students in a vehicle without permission from a Compass Students Pastor and a parent/guardian. Students are not permitted to transport students during events without permission from a parent/guardian. Only screened, qualified and approved adult Compass Students Leaders may drive during a Compass Students event. Students may drive if they are the only person in the vehicle. However, this will be allowed only under extreme circumstances. Prior permission must be requested by the student and approved by the student's parent/legal guardian and the Compass Students Pastor.

**10. MEDIA & ENTERTAINMENT** – While movies, music, games and online media can be effective ways to connect with students, we prefer more relational interactions. When choosing to use various media take care to be cautious about the content and messages. Regarding content, we choose to honor the entertainment industry standards for movies, music, online content and video games. Regarding messages, we ask that leaders use discretion and consult a Compass Students Pastor before inviting students to engage with a particular piece of entertainment.

**11. SOCIAL MEDIA** – Staff and leaders who choose to maintain an online presence via any social media sites are expected to maintain a witness consistent with the doctrines and beliefs of The Compass Church and worthy for students to follow. Staff and leaders are also expected to be aware of what others post and comment concerning them. While nobody is monitoring staff and leader accounts, all who choose to serve in Compass Students also choose to be accountable to the Compass Students Ministry Leadership for online content and communication and may be asked to remove or edit inappropriate content. Don't comment on every post students make. Face-to-face conversations are best for accountability conversations. Don't use social media as an accountability forum to call students out on issues.

**12. COMMUNICATION** – Any phone/social media communication (text, call, Facetime, etc.) must have a Compass Students Pastor and parent approval. If a student contacts you after 9p (and it is not an emergency) wait until morning to reply. Communicating with students via social media should be done in public areas (i.e. groups, posting on their "wall", etc.). There should never be private chats or messaging between leaders and students of the opposite gender. Communicate facts, not feelings.

**13. PHYSICAL CONTACT** – Limited physical contact such as a pat on the back, head, or a handshake is permissible. One arm side hugs are also allowed. Full body hugs are not allowed. Extended rubbing or giving a massage are not allowed. Any request by a student not to be touched must happen immediately.

## WHAT DOES IT TAKE TO JOIN THE TEAM?

**The Compass Church is committed to providing appropriate, safe and secure student ministry environments for students, volunteers and staff.**

To ensure this goal, the expectations and processes below are firmly established and will be followed by all ministries.

### **EVERY COMPASS STUDENTS VOLUNTEER MUST MEET THE FOLLOWING SCREENING QUALIFICATIONS:**

- Be a committed regular attender (on average attending a majority of the weekend services during a month) of The Compass Church.
- Complete [The Compass Church Volunteer Application Part 1 & Part 2](#) and submit it to a Compass Students Pastor.
- Pass a standard background check for working with minors.
- Interview conversation with a Compass Students Pastor.

### **WE ASK THAT YOU CONSIDER YOUR INVOLVEMENT BY TAKING THE FOLLOWING THREE STEPS:**

1. Pray.
2. Consider your schedule and calendar commitments for this year.
3. Discuss your commitment with your family.

#### **NOTE: SEXUAL ABUSE OFFENDERS**

Anyone who has been convicted of, or, plead guilty to sexual abuse cannot volunteer in any of The Compass Church sponsored activities or programs for children or students.

#### **NOTE: VICTIMS OF CHILD ABUSE**

Adult survivors of childhood sexual or physical abuse need the love and acceptance of this church family. Individuals who have such a history should discuss their desire to work with children or students with one of the pastoral staff before engaging in any volunteer service.

### **FOLLOWING THESE ON-BOARDING STEPS WILL HELP US ENSURE THAT YOU'RE GETTING STARTED WELL:**

#### **STEP #1 – Personal Invitation:**

We are not filling holes but identifying godly people called to work with students. We prefer that volunteers join through a personal invitation from a friend.

#### **STEP #2 – Observation:**

Check out one or more of our environments and get a Compass Students Training Manual (This document).

### **STEP #3 – Compass Students Training Manual Review & Interview:**

Once you have read the Compass Students Training Manual, a staff member will meet with you to review it. If you desire to join the team, complete and turn in the volunteer application.

### **STEP #4 – Application Review & Training:**

This is our opportunity to help you process your calling, discover the right place to serve and equip you with the proper training to do what God has called you to.

### **STEP #5 – Participation:**

You will either apprentice with an experienced leader or start right away.

## **THE COMPASS STUDENTS MINISTRY TEAM - EMAIL US WITH ANY QUESTIONS**

**Pete Sutton**, *Pastor of Junior High Ministry & Student Ministries Director – Naperville Campus –*  
**psutton@thecompass.net**

**Cindy Smucker**, *Student Ministries Administrator – Naperville Campus –* **csmucker@thecompass.net**

**Dave Griffin**, *Pastor of Student Ministries – Wheaton Campus –* **dgriffin@thecompass.net**

## **CAMPUS COMPASS STUDENTS EMAIL ADDRESSES:**

**NAPERVILLE CAMPUS:** **journeynaperville@thecompass.net, hsmnaperville@thecompass.net**

**WHEATON CAMPUS:** **journeywheaton@thecompass.net, hsmwheaton@thecompass.net**

## A FINAL WORD OF ENCOURAGEMENT

We count it a great privilege to be in ministry with you and the whole church as we minister to students. What we have been called to do is eternally significant and will require sacrificial servanthood. Because this is God's church and God's mission, we can be confident that God will honor our investment and use us to help students meet and walk with Jesus. Thank you for courageously exploring our Compass Student Ministry Team as we join with God in His mission here at The Compass Church.

We are so excited to see all that God will do - in you and through you - as you follow Him into ministry. The pastors and staff are here for you as you serve. Please reach out to us when there is something we can do to serve you, equip you, encourage you or pray for you.

### **OUR PRAYER FOR YOU IS THIS:**

We pray that God will reveal Himself to you as you make yourself available to Him.

We pray that God will strengthen your faith and faithfulness as you use your gifts to serve Him.

We pray that God will fill you with joy as the Holy Spirit moves in your life.

We pray that God will make you more and more like Jesus as you follow Him each day.

We pray that God will use you to see transformation take place in the lives of young people.