



# THE COMPASS CHURCH

## Job Description

**Position:** Coordinator of Junior High Ministry, Naperville Campus

**Reports to:** Pastor of Student Ministries, Naperville Campus – Pete Sutton

**Schedule:** Part-time; Hourly, Non-Exempt; some evenings & weekends required.

**Employment Classification:** Coordinator (C)

### Role Overview

The Coordinator of Junior High Ministry will provide leadership and care for a cast of volunteers, parents, and students as they, together, create meaningful environments, memorable experiences, fruitful events, and helpful resources for the discipleship of junior high students. Our mission is helping students *Find & Follow God* for a lifetime. Therefore, a fruitful ministry will produce meaningful, multigenerational relationships both within and outside student ministry that inspire students to walk with both Jesus and His church beyond their student ministry years.

### Student Ministries Overview

#### Core Values:

- Encountering God – The mission of the church and student ministry is *Helping People Find & Follow God*. Consequently, our student ministry seeks to create environments and opportunities for students to encounter God, not simply have fun, socially connect, or stay busy.
- Encouraging Relationships – We believe discipleship happens in the context of relationships. We want to encourage students to connect relationally in three areas: with God, with other students, and with safe adult leaders.
- Equipping Parents – We believe parents and guardians have been uniquely placed in the lives of students to be the primary disciple makers of the home. As a church we want to support and equip parents and guardians to do just that. We want to resource parents and guardians with ongoing content, tools, and encouragement to better help them disciple their students at home.
- Empowering Teams – We believe that a healthy church empowers adults to engage and inspire the next generation to follow their lead as they follow Jesus. Therefore, the CompassStudents staff will develop a multigenerational and diverse team of Compass volunteers to engage and disciple students in a variety of environments and walk with them throughout adolescence.
- Engaging Appropriate Ministry - We believe there's a difference between Junior High and High School students and want to provide excellent age-appropriate ministry. Additionally, we believe that girls and boys have unique pressures, expectations, needs, and experiences that require unique care throughout adolescence. Therefore, we endeavor to provide students with appropriate care and opportunities that will help them grow as young men and women of God.

### **Job Responsibilities:**

- Enthusiastic support – Promote the mission, vision, and priorities of The Compass Church.
- Personal Growth – Student Ministry employees are expected to continue their education, formally or informally. This person should seek to grow in their knowledge and understanding of Personal Development, Biblical and Theological Wisdom, Discipleship, and Leadership Development.
- Christlike Character – Student Ministry employees are expected to model Christlike behavior in all areas of their life and consistently demonstrate the Fruit of The Spirit found in Galatians 5:22-23.
- Empowering Teams - Recruit, equip, and maintain a core of diverse adult and student leaders through whom the ministry objectives are attained.
- Engage Students – Engage students to pursue our four priorities: Pursing, Connecting, Serving, and Reaching.
- Foster Spiritual Environments - Develop and foster regular environments for spiritual growth including, but not limited to, large group, small group, special events, and personal discipleship opportunities. Provide unique environments & opportunities for the discipleship of girls.
- Effective Communication & Management – Communicate with staff, volunteers, parents, and students in a timely and effective manner and successfully manage all administrative processes with regard to database, budgets, calendars, systems, and expectations.
- Fruitful Camps & Retreats – Support annual, meaningful, memorable, and fruitful camps and retreats that help students take larger steps of faith and build longer lasting relationships.
- Inter-departmental Coordination - Work as a member of the Campus staff to coordinate student ministry with the other departments and ministries to help achieve the overall mission of the church.

### **Job Qualifications:**

- Education: Bachelor's degree completed or in process in an area of study relevant and helpful to student ministry.
- Experience: One-plus years of experience in paid or volunteer ministry within a church or parachurch context.
- Skillsets:
  - Demonstrated effective & engaging, digital, written & verbal **communication** skills
  - Demonstrated understanding of and experience in **managing systems and processes** such as volunteer teams, project coordination, and communication strategies.
  - Demonstrated patterns of **self-development & personal growth** in the pursuit of knowledge and wisdom required to lead and shepherd within our current contexts.

### **Staff Requirements:**

- Attend weekly student team meetings.
- Attend monthly All-Staff meetings.
- Affirm our Statement of Faith and be in theological agreement with The Compass Church and the Evangelical Free Church of America.
- Attend The Compass Church weekend worship services on a regular basis.
- Be a member or become a member of The Compass Church within 12 months of employment (spouse included if married).
- A willingness to take on other duties as assigned.