



Job Description

Position: Web Developer - TBD
Reports to: IT Manager – Amy Fewkes
Schedule: Part-time (20 hours/week); Hourly, Non-Exempt;
Split time between South Naperville and Hobson Campuses;
Some weekends may be required

Employment

Classification: Administrator/Assistant (A)

Overview: Provide support and development for web based software including the website and church management software.

Skills required:

- Solid Understanding of HTML and CSS
- Experience with programming languages such as JavaScript and C#
- Proficient with SQL
- Knowledge of app development
- Comprehension of Workflows
- Competent use of Microsoft Office and Adobe Creative Suite
- Able to learn new technology
- Strong problem solver
- Good communication skills verbally and written

Responsibilities:

- Technical support and development for the church's website
- Technical support and development for church management software (Rock RMS)
- Technical support for the church app
- Lead developer for custom projects
- Create custom reports
- Help with website updates as needed
- Assist with special projects or tasks
- Attend The Compass Church weekend worship services on a regular basis
- Affirm our Statement of Faith and be in theological agreement with The Compass Church and the Evangelical Free Church of America
- Be a member or pursuing membership of The Compass Church
- Attend monthly All-Staff meetings
- A willingness to take on other duties as assigned