



## Job Description

<b>Position:</b>	<b>Pastor/Director of Adult Ministries, South Naperville Campus</b>
<b>Reports to:</b>	<b>Campus Pastor</b>
<b>Schedule:</b>	<b>Full-time (40+ hours/week); Salaried, Exempt</b>
<b>Employment Classification:</b>	Director/Pastor (D)

### Position Summary

The Pastor/Director of Adult Ministries for the South Naperville Campus is a spiritually mature and relational leader who champions adult discipleship through small groups, specialized adult ministries, and volunteer teams. This role partners closely with the South Naperville Campus Pastor to advance adult discipleship and provide pastoral care to the campus community.

### Key Responsibilities

#### *Adult Ministries Leadership*

- Oversee the recruiting, onboarding, equipping, and ongoing development of Adult Ministries lay leaders and volunteers, ensuring all required applicants and background checks are current.
- Lead and support Men's Ministries, Women's Ministries, life stage ministries (such as Young Adult Ministry and 60+ Ministry), Small Groups, and Short-Term Groups.
- Plan and implement strategies to increase adult engagement in The Compass Church's four discipleship priorities.
  - Pursue Him Daily
  - Connect in Groups
  - Serve in Teams
  - Reach Your Neighbor
- Plan and coordinate adult ministry events such as conferences, seminars, social events, simulcasts, as well as other short-term initiatives.
- Develop strategies to encourage adults to be baptized and share their faith journeys.
- Maintain accurate records of group participants and leaders within the church database.
- Oversee and manage the Adult Ministries Budget.

#### *Team Development & Collaboration*

- Assist the Campus Pastor in providing congregational care, including weddings and funerals.
- Collaborate with the Guest Services Director to support Discover the Compass and other assimilation initiatives.
- Ensure strong communication and collaboration with South Naperville Campus staff and leaders across other campuses.

**Requirements**

- Bachelor's degree in a related field or five or more years of relevant ministry experience.
- 3-5 years of leadership experience in a church of 300+ attendees with similar ministry responsibilities.
- Strong ability to recruit, train, and empower volunteers.
- A team player who builds relationships across diverse church demographics.
- Excellent public speaking, teaching, and interpersonal skills.
- Ability to manage multiple projects simultaneously and effectively.
- A self-starter with initiative and creative problem-solving skills.

**Additional Requirements:**

- Attend weekly campus/ministry staff meetings and monthly All-Staff meetings.
- Participate in The Compass Church weekend worship services regularly.
- Proficiency in Microsoft Office and related ministry systems.
- Willingness to perform other duties as assigned.