

JOB DESCRIPTION

WOODSIDE BIBLE CHURCH

6600 ROCHESTER ROAD TROY, MI 48085

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Position Title:	Campus Pastor
Department:	Campus Pastor
Campus:	East Lansing
Date:	September 2022
Supervisor:	Regional Hub Pastor
FSLA Status:	Exempt

Position Profile:

The Campus Pastor is responsible for the overall preparation and presentation of one or more physical locations of Woodside Bible Church. This position oversees, directs, and develops campus staff as well as sets the leadership tone that creates an open community for those seeking "a church experience." The Campus Pastor is charged with leading the campus to accomplish the Woodside mission statement, and reports to a Regional Hub Pastor.

Skill Set:

- Must possess effective discipleship, leadership, administrative and equipping skills
- Demonstrates a passion for people
- Ability to set the leadership tone that creates an open community feeling for those seeking a "church experience"

Competencies:

- Budgets/Cost Control
- Congregational Gifting Empowerment
- Faithfulness
- Family Health
- Feed Your Sheep
- Inspirational Leadership
- Integrity/Ethics
- Interpersonal Skills
- Know Your Sheep
- Multiplication
- Protect Your Sheep
- Servant Leadership
- Setting and Casting a Strategic Vision
- Teamwork
- Up/In/Out Rhythms

Experience Qualifications:

- Must meet leadership qualifications as outlined in the Woodside Bible Church bylaws
- Bachelor's degree from an approved theological seminary required. Master's degree preferred
- Three (3) to five (5) years of prior experience and pastoral developmental path demonstrated

Duties and Responsibilities:

Congregational Care

- Oversees overall assimilation process of visitors into the life of the church that focuses on our five core commitments of worship, life groups, serve, give, and classes
- Leads and fosters mission focused Life Groups as a primary means of member care networking
- Provides general counseling and care of members as needed
- Facilitates membership classes
- Officiates weddings, visits sick, funerals, baby dedications, and baptisms
- Reaches out to those in the campus community to facilitate and encourage spiritual growth
- Leads the campus in serving the larger community in which the campus is located. This includes government, schools, and community organizations
- Serves as a vocational elder for Woodside Bible Church

Administration

- Maintains comprehensive knowledge of campus systems and protocols
- Communicates with Executive team
 - Updates and debriefs current campus projects
 - Receives and disseminates direction from Executive pastoral leadership
- Communicates and collaborates with ministry leadership and staff as needed

- Leads and tracks campus vitals (vitals are metrics and measurables focused on disciple making and multiplication)
- Conducts strategic planning and implementation
- Oversees campus budget, supervises, and directs office staff, custodial services, and all core ministry staff (kids, students, adults, life groups, worship, assimilation, outreach, etc.)
- Understands, integrates, and offers feedback for all core ministry DNAs (DNA communicate the negotiables and non-negotiables for the core ministries of the church)
- Acts as a catalyst for new initiatives in support of Woodside’s vision
- Attends all Campus Pastor meetings

Teaching/Mentoring

- Serves as the primary preacher of the campus
- Leads the development of other preachers and teachers from the campus
- Participates in the teaching team
- Develops and leads lay leadership (elders, deacons, deaconesses) of the campus
- Leads, develops, and manages campus staff and key volunteers
- Participates and offers support and leadership for all other initiatives assigned to the campus pastors

Spiritual Responsibilities:

- Ensures that all actions performed within the context of this job position accomplishes and furthers the mission, vision, and values of Woodside Bible Church (Belong, Grow, Reach)
- Incumbent adheres to the Statement of Faith as established and approved by Woodside Bible Church
- Incumbent is a member in good standing, participates in praying, giving, serving, worshiping and attends special events as an active member of the church

Staff Core Values:

Agree to be in alignment and uphold the core values established for all of Woodside’s staff members:

- **Committed:** We model faithfulness to our church family through commitment to worship gatherings, Life Groups, serving, giving, and evangelism
- **Collaborative:** As one church family across many communities, we prioritize collaboration over speed and value the success of other campuses and teams as much as our own
- **Generous:** As a reflection of the generous nature of God, we live generously with our time, talent, and treasure
- **Gracious:** We know that no one is perfect (including us), so we give the same grace we’ve received to the people we work for and with
- **Positive:** In light of all God’s done for us, we choose gratitude and assume the best of others, creating an uplifting place to serve
- **Productive:** Seen or unseen, we do great work with a heart of worship

Additional notes and Disclaimers:

- The incumbent must be committed to Woodside’s Mission, Vision & Values to reach unchurched people and facilitate the transformation of seekers to servants.
- Other duties as required may be added or changed. This job description does not constitute a contract for employment.

PROPOSED REVIEWED BY		DATE	
APPROVED BY		DATE	

