



WILLIAM JESSUP
UNIVERSITY

JOB TITLE: Campus Pastor
DEPARTMENT: Student Life
SUPERVISOR: Dean of Students
FLSA STATUS: Exempt

MAJOR PURPOSE:

The role of the Campus Pastor is to champion spiritual formation practices and programming for the campus community. Success metrics will be evaluated on the basis of annual goal achievement of responsibilities. Offices relating to and that work in cooperation with this role include the President, Provost, Student Life, faculty, Athletics, and Development and Church Relations. The Campus Pastor will provide direct supervision and leadership to the University's Campus Ministries personnel including the Assistant Director and Coordinator for Campus Ministries.

RESPONSIBILITIES

- Coordinating campus-wide spiritual development/formation activities and programs, including chapel services, small group discipleship, local and global outreach, and prayer gatherings.
- Providing pastoral counseling and spiritual direction to students.
- Supervising the strategic planning, assessment, and daily operations of the spiritual formation programming.
- Contributing to the assessment of University Learning Goals, particularly in Christian Literacy and Global Citizenship.
- Serving as a member of the Student Life team in collaborative programming and ministry for the development of student leaders.
- Supervisory responsibilities for professional staff members and student leader interns.

Administration

- Oversight of budgets for campus ministries and outreach.
- Serve as a student care advocate for all students.
- Serve as an active member of the Student Life team, attending and contributing to staff meetings and supporting broader Student Life initiatives and events.
- Serve as an active member of the President's Council.
- Complete other duties as assigned by supervisor.

The above information has been designed to indicate the general nature and level of work performed by employees in this position. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

QUALIFICATIONS

EDUCATION/CERTIFICATIONS:

- Master's Degree required (M.Div., Student Development, Educational Administration, or Leadership Studies)

REQUIRED KNOWLEDGE:

- Proven success in college campus ministries and discipleship program development and implementation.

SKILLS/ABILITIES:

- A strong and visible Christian faith and ability to share the Gospel in word and deed
- Strong organizational skills
- Proficiency in oral and written communications
- Public relations skills
- Ability and desire to work with students and within a team environment
- Group leadership skills
- Counseling skills
- Teachable spirit and a desire to learn

MENTAL DEMANDS:

- Ability to integrate Christian thought and values in all aspects.
- Ability to engage in critical thinking and exercise independent judgment.
- Ability to maintain confidentiality and manage confidential information.
- Ability to communicate effectively in written and oral form.
- Ability to take initiative without direct supervision.

WORKING ENVIRONMENT:

The employee agrees to promote the values and mission of WJU as a private Christ-centered University and live a life consistent with biblical principles. The employee shall conduct himself/herself in a manner consistent with the Community Covenant and Statement of Faith. Additionally, the employee may play a formative role in the spiritual lives of students in a manner consistent with the Community Covenant and Statement of Faith. This may include leading devotions and/or spiritual formation groups and seeking other opportunities consistent with a biblical spiritual formation role.

WORKING CONDITIONS:

The employee is regularly in a typical office environment with adequate light and moderate noise levels. No hazardous or significantly unpleasant conditions. Air-conditioned buildings; tile, concrete and carpeted floors; adjustable workstation with ergonomic keyboard is provided.

PHYSICAL ACTIVITIES AND REQUIREMENTS OF THIS POSITION:

While performing the duties of this job, the employee is regularly required to talk or hear and frequently required to stand, walk, sit, and use hands to handle files, computers, and phones; reach with hands and arms; stoop, and kneel. Frequent and regular repetitive movements required using the wrists, hands, and/or fingers. The employee will occasionally lift and/or move up to 40 pounds. Specific vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The above statements and job description is intended to describe the nature and level of work being performed within this job. They are not intended to be an exhaustive list of all responsibilities, duties and tasks. Other similar or additional duties are to be performed or assigned. Job descriptions are not intended as and do not create employment contracts. William Jessup University maintains its status as an at-will employer. Employees may be terminated for any reason not prohibited by law.

I acknowledge I have reviewed the content of this job description and understand that if I have any physical limitations or require any reasonable accommodations in order to perform my job, I must immediately inform administration.

Employee Signature

Date