

COMPASSION CHRISTIAN CHURCH JOB DESCRIPTION

Position Title	Department	Reports to
Central Groups Leader/ Pastor	Spiritual Formations	Exec. Pastor of Spiritual Formations
Employment Status	FLSA Status	Effective Date
☐ Temporary ☒ Full-Time ☐ Part-Time	☐ Non-Exempt ☒ Exempt	6.2026– cdb/HR

WHO WE ARE

We are guided by our fundamental values, our **CORE4**, which define our culture, but it's our mission that drives everything we do: to **LEAD OTHERS TO A LIFE-CHANGING RELATIONSHIP WITH JESUS**.

- Roof Wrecker (RW): Willing to go above and beyond to help others connect with Jesus.
- Game Changer (GC): Committed to doing whatever it takes to advance the Kingdom.
- Ephesians 4 (E4): Focused on raising others up to fulfill their potential and contribute.
- We Over Me (W/M): Prioritizing the good of the team over personal gain.

POSITION SUMMARY

Provides leadership for discipleship groups by recruiting, training, and equipping leaders, overseeing curriculum and weekly content, and coordinating churchwide discipleship initiatives. Supports campus reps and staff spiritual formation to foster consistent, growth-oriented group environments across campuses.

ESSENTIAL DUTIES & RESPONSIBILITIES

The essential functions include, but are not limited to the following:

- **Leader Development & Support (E4, W/M):** Train, onboard, coach, and equip discipleship group leaders and campus reps, providing tools and coaching for healthy, reproducible group life.
- **Curriculum, Content & Rhythms Oversight (E4, GC):** Review and approve classes, curricula, weekly discussion guides, and daily rhythms to ensure theological soundness and practical application.
- **Group Connections & Team Management (W/M, E4):** Lead the Group Connections team to connect people to groups and manage placement processes across campuses.
- **Churchwide Discipleship Programming & Events (GC, RW):** Plan and execute large-scale discipleship initiatives and events that mobilize groups and deepen spiritual growth.
- **Staff Formation & Healthy Group Environments (E4, W/M):** Facilitate staff spiritual formation and cultivate environments that support sustainable, growth-oriented group life.
- **Additional Responsibilities (W/M, GC, E4):** Perform other duties as assigned that support the overall mission of the church.

COMMITMENT TO CHRIST and CCC

- Demonstrates a personal relationship with Jesus Christ and actively engages in spiritual growth.
- Participates in regular accountability with a designated staff partner or approved individual.
- Adheres to the Mission, Vision, Core Values, Philosophy of Ministry, and Statement of Faith of CCC.
- Supports and upholds the policies and procedures outlined in the CCC Employee Handbook.

TEAMWORK and PROFESSIONALISM

- Embraces a collaborative team mindset and actively contributes to the objectives of the Vision & Strategy Team (VST).
- Maintains the highest standard of personal conduct and lifestyle, as outlined in the Team Assumptions.
- Demonstrates a commitment to excellence in all work, recognizing its significance.

MINIMUM QUALIFICATIONS

- **Experience:** Minimum of three (3) years experience as a leader in ministry or related environments.
- **Education:** Degree in Christian Ministry, Theology or a related field, from an accredited institution preferred, consideration will be given to others who have equivalent experience.

Knowledge, Skills, and Gifts:

- **Discipleship, Curriculum & Content Expertise:** Experience designing, evaluating, and approving small-group curricula and weekly content with theological soundness.
- **Leadership, Training & Coaching:** Skilled at recruiting, onboarding, coaching, and developing volunteer leaders and campus representatives.
- **Program Management & Technical Competence:** Strong organizational and event-planning abilities; proficient with scheduling, content-management, and group-connection tools, and quick to learn new systems.
- **Pastoral Relational Strength & Communication:** Able to foster spiritual growth, lead staff formation, protect confidentiality, and communicate clearly with staff and volunteers.
- **Spiritual Character:** Demonstrates a Christ-centered, servant-hearted life marked by integrity, humility, compassion, and commitment to the church's mission.

EMPLOYEE ACKNOWLEDGEMENT: I understand and acknowledge that my employment with Compassion Christian Church is "at-will," meaning it can be terminated by either party at any time, with or without reason, and with or without notice. This job description, along with any other provided documents, does not constitute an employment contract or guarantee of continued employment.

I have read and understand the contents of this job description. I understand that it may be subject to change and does not alter my "at-will" employment status.

Reviewed with employee by

Signature: _____ Name (print): _____

Title: _____ Date: _____

Received and accepted by

Signature: _____ Name (print): _____

Title: _____ Date: _____