



## Job Description

**Position:** Pastor of Stewardship

**Reports to:** Executive Director of Operations

**Schedule:** Full-time (40+ hours/week); Salaried, Exempt  
Part-time possible (1,200 hrs./year; est. 24 hrs./wk.); Hourly, Non-Exempt

### Employment

**Classification:** Director/Pastor (D)

### Position Summary

The Pastor of Stewardship at The Compass Church is responsible for championing stewardship throughout the church family, addressing stewardship as a matter of discipleship rather than solely fundraising. This role provides strategic oversight and hands-on execution for donor care, communication, and engagement, particularly with key financial contributors. The Pastor of Stewardship will also play a leadership role in any capital campaigns, supporting the overall mission of *Helping People Find & Follow God* by encouraging discipleship through faithful financial stewardship.

### Primary Responsibilities & Requirements:

#### *Stewardship Leadership & Donor Care*

- Champion faithful stewardship throughout The Compass Church, addressing stewardship as a matter of discipleship.
- Coordinate contacting and pastoral care for the top 100 financial leaders and any individuals with significant giving changes.
- Strategize with Senior Staff on connections, thank-you initiatives, and discipleship with top financial leaders.
- Coach and equip staff and volunteers who speak publicly about giving and stewardship.
- Educate and provide resources for all staff on the principles of stewardship.
- Communicate processes for contributing marketable securities to stock donors.
- Engage and communicate with first-time financial contributors to ensure clarity and support.
- Promote, educate, and facilitate planned giving opportunities, including gifts through wills, trusts, and other vehicles.
- Assist in the development of an endowment fund, should the church decide to establish one.

#### *Reporting & Systems Management*

- Continually evaluate and improve online and app giving platforms.
- Prepare regular giver and giving trend reports for leadership to support strategic decision-making.

### Experience & Skills

This role can be filled by either a pastor with a focus on stewardship or a Christian fundraising professional capable of addressing giving from a discipleship perspective.

- Pastoral experience with demonstrated impact on stewardship **OR** experience as a major gift officer or other fundraising professional with the ability to address stewardship as a matter of discipleship.
- AFP membership desired; CFRE certification preferred.
- Solid foundation of Christian faith, with the ability to address giving consistent with biblical principles of stewardship.
- Bachelor's degree in Business, Finance, Philanthropy, Ministry, or related field preferred.

- Minimum 3–5 years of experience in church or nonprofit stewardship, development, or donor engagement.
- Experience building relationships with high-capacity donors and church leadership.
- Proficiency with Microsoft Office and church management software.
- Familiarity with online and app giving platforms.
- Strong pastoral care, communication, and relational skills.
- Ability to develop, implement, and communicate stewardship strategies.
- Demonstrated integrity, discretion, and professionalism.
- Collaborative mindset and ability to partner with staff and leadership.

#### **Additional Requirements**

- Attend weekly Campus and/or ministry staff meetings.
- Attend monthly All-Staff meetings.
- Affirm the Statement of Faith and theological alignment with The Compass Church and the Evangelical Free Church of America.
- Attend The Compass Church weekend worship services regularly.
- Be a member, or become a member, of The Compass Church within 12 months of employment (spouse included if married).
- Maintain working knowledge of Microsoft Office.
- Demonstrate flexibility and willingness to perform other duties as assigned.