



Position Title

Executive Pastor

Reports To

Lead Pastor

Employment Status

Full-Time, Salaried (Benefits Eligible)

Overview

The Executive Pastor serves as the primary operational leader of the church, responsible for translating the vision and mission of the Lead Pastor into effective strategy, systems, and execution. In a church of approximately 700 members, this role provides leadership and oversight for staff, ministry operations, and organizational health, ensuring excellence, alignment, and scalability across all areas of the church.

The Executive Pastor partners closely with the Lead Pastor to advance the mission of the church, free the Lead Pastor to focus on preaching, vision, and spiritual leadership, and ensure that the church's ministries, structures, and teams are positioned for continued growth and impact. This role also provides leadership for launching and overseeing the birth of new congregations in the surrounding area.

Primary Responsibilities

Vision Execution & Strategic Leadership

- Champion and practically execute the vision and mission of the church as cast by the Lead Pastor.
- Translate vision into actionable strategies, goals, timelines, and measurable outcomes.
- Lead strategic planning processes and ensure alignment across all ministries and departments.
- Monitor progress, assess effectiveness, and adjust strategy as needed.

Staff Leadership & Organizational Oversight

- Provide direct oversight for all church staff, including pastors, directors, and administrative leaders.
- Lead staff hiring, onboarding, development, evaluation, and, when necessary, corrective action or transitions.
- Build and maintain healthy staff culture marked by trust, accountability, clarity, and collaboration.
- Establish clear organizational structures, roles, and reporting relationships.

Operations & Systems

- Oversee day-to-day church operations, ensuring efficient systems, policies, and procedures.
- Develop and maintain organizational rhythms, calendars, workflows, and communication systems.
- Ensure operational excellence across facilities, administration, finance, and ministry support.
- Partner with finance leadership to oversee budgeting, financial stewardship, and resource allocation.

Church Growth & Congregational Development

- Lead initiatives that support numerical, spiritual, and organizational growth.
- Identify and remove barriers that hinder ministry effectiveness or scalability.
- Build systems that support assimilation, engagement, and retention of members and attendees.

New Congregation Development

- Provide vision, strategy, and oversight for the launch of new congregations in the region.
- Lead the planning, resourcing, staffing, and execution of new congregation initiatives.
- Develop leadership pipelines and systems to support long-term multiplication.

Entrepreneurial Leadership

- Bring an entrepreneurial mindset to ministry innovation, problem-solving, and growth.
- Leverage past experience starting and scaling organizations to help the church grow with wisdom and intentionality.
- Identify opportunities for new initiatives, ministries, or models that advance the mission of the church.

Teaching & Preaching

- Preach and teach several times per year as part of the teaching team.
- Demonstrate the ability to communicate biblical truth clearly, compellingly, and pastorally.

Qualifications

Spiritual & Character Qualifications

- A vibrant and growing relationship with Jesus Christ.
- Strong calling to ministry and church leadership.
- Demonstrated integrity, humility, and emotional maturity.
- Alignment with the church's statement of faith, mission, and values.

Education & Experience

- Bachelor's degree required; Master's degree in ministry, leadership, business, or related field preferred.
- Minimum of 7–10 years of leadership experience in church, nonprofit, or entrepreneurial environments.
- Proven experience starting an organization, ministry, or business from the ground up and growing it significantly.
- Experience leading staff teams and complex organizations.
- Experience in a church of similar or larger size preferred.

Skills & Competencies

- Exceptional organizational and operational leadership skills.
- Highly detail-oriented with the ability to manage complex systems.
- Strong strategic planning and execution capabilities.
- Excellent communication, leadership, and interpersonal skills.
- Financial acumen and experience managing budgets and resources.
- Ability to lead change and navigate growth with wisdom and clarity.

Work Schedule & Expectations

- Full-time role including Sundays, key events, and some evenings.
- Flexible schedule aligned with ministry demands.
- Active involvement in major church initiatives and leadership gatherings.

Compensation & Benefits

- Competitive full-time salary commensurate with experience.
 - Comprehensive benefits package including health insurance, retirement options, and paid time off.
 - Opportunities for ongoing leadership, spiritual, and professional development.
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Summary

The Executive Pastor is a critical leadership role responsible for ensuring the church's vision moves from inspiration to implementation. This leader brings entrepreneurial drive, operational excellence, spiritual maturity, and teaching ability to help position the church for sustained health, growth, and multiplication.