



## Executive Pastor Job Responsibilities

**Aim of role:** The executive pastor will focus the energies of staff and congregation in order to deepen discipleship for the sake of expanding our reach in the community.

### Key areas of ministry responsibility

1. Champion vision and values
  - a. Partner with Lead Pastor in co-creating vision and overall church direction
  - b. Build culture by infusing values throughout the church body through a variety of channels (teaching, mentoring, meeting leadership, materials, website)
2. Provide point leadership for strategic planning
  - a. Translate vision into a compelling, actionable strategic plan
  - b. Establish processes for tracking progress
  - c. Partner with Lead Pastor in determining optimal staff team configuration
  - d. Evaluate and adjust budget for alignment with vision and values
3. Optimize and oversee staff performance/execution
  - a. Manage staff towards alignment to vision
  - b. Steward staff review process
  - c. Partner with Lead Pastor in leading weekly staff meetings
4. Architect key ministry systems
  - a. Refine our ministry system such that it more effectively leads to holistic experience of discipleship for people on every stage of the spiritual journey (from seeker to follower to minister)
  - b. Establish and oversee robust partnership enrollment process that helps visitors become genuine members and ministry partners
5. Build/anchor/launch new ministries that advance the cause of adult spiritual formation
  - a. Discern critical opportunities we are poised to address
  - b. Recruit, disciple, and empower leaders to launch new ministries
  - c. Provide ongoing leadership and wise guidance for key ministries

Note that for a church of our size, we expect the executive pastor to be spending a considerable amount of time (at least 40%) working directly with lay leaders in addition to supervising pastoral staff.

### Other qualities:

- Faith orientation: Positive, energetic, problem-solving can-do spirit
- Strengthsfinder gifts in the categories of Influence and Execution
- Missional posture: Passion for the church's formation for the sake of mission
- Familiar with the culture and rhythms of Silicon Valley professionals
- Dexterity with or eagerness to learn about an eclectic mix of ministry streams: Spiritual formation (Renovare/Dallas Willard); Intergenerational ministry (Sticky Faith); Healing ministry (Henry Nouwen; Vineyard influence); Missional church.
- For more on the leadership qualities desired, please see the [River Executive Pastor Gifting Profile document](#).