



OPPORTUNITY PROFILE

**For the position of
PASTOR (or DIRECTOR)
OF MINISTRIES**



**Calvary Community Church
Westlake Village, CA**

April 2004

www.calvarycc.org

OVERVIEW

Calvary Community Church (Calvary) has created the new Pastor of Ministries (POM) position and is looking for an experienced leader to take this important role and help Calvary develop the systems it needs in order to continue to grow in effectiveness. While growth in numbers is an indication that more people are coming to a personal relationship with Christ, Calvary's goal is to have individuals who are also growing in their godly character and spiritual maturity.

Calvary is currently conducting a search for a "Pastor of Student Ministries." Future search – "Pastor of Discipleship & Small Groups."

See www.calvarycc.org for details.

In order to succeed in this role, the new Pastor of Ministries must have leadership experience in a large organization and the skills that will enable him or her to lead the development of appropriate organizational systems. This person needs to be a "systems thinker" who will give vision and leadership to the development of critical systems for Assimilation, Connecting, Equipping, and Serving. This person will become the champion of lay empowerment and mobilization throughout Calvary.

BACKGROUND

Since its beginning over 25 years ago, Calvary has become a large, dynamic evangelical church. Under founding Pastor Larry DeWitt, the church grew to weekend attendance of 3,400 adults and built a new \$23 million facility in 1999 with seating for 2,800 people. In 2003, Pastor DeWitt retired from his senior pastor role and a new Senior Pastor was chosen, Dr. Brad Johnson.

Brad came to Calvary from Saddleback Community Church where he served as a teaching pastor and pastor of missions for three years. Prior to that, Brad was the senior pastor of a church in Kentucky, which grew from 400 to 2,000 people under his ten years of leadership. Since Brad's arrival at Calvary in August 2003, weekend church attendance has grown to around 5,000 and could grow over the next three years to 10,000, to include using gifted staff pastors in a multiple-member preaching team.

Calvary is located in Westlake Village, California, right on the county line of Los Angeles and Ventura Counties. The church reaches the entire Conejo Valley (the greater Thousand Oaks/Westlake Village area, with almost 150,000 people) and beyond.

A year prior to Brad's arrival, the church hired a new Executive Pastor, Warren Schuh, who formerly ran the Large Church Division of Leadership Network.

Calvary is committed to a change in its ministry model, moving from a “staff-driven” model (where professional staff did the work of ministry) to a “team/coach-driven” model (where professional staff train, empower, and release lay leaders to do the work of ministry). That transition is still ongoing and the new position of Pastor of Ministries is vital to the full development and implementation of the plan.

THE CHURCH

Calvary focuses on the five main purposes of the church according to Scripture: *worship, fellowship, discipleship, ministry, and evangelism*. Calvary is evangelical and conservative in theology. The worship experience includes excellence in music, life-faith stories, and the preaching/teaching often utilizes drama, dance, and video. “Real time video streaming” of current worship services and archives of past worship services are available at Calvary’s web site, www.calvarycc.org.

Calvary, an independent organization, is affiliated with The Missionary Church denomination (Fort Wayne, Indiana - www.mcusa.org) and is, in fact, the denomination’s largest church in North America

Calvary is moving toward a strong emphasis on small groups and the effectiveness of this program will only get stronger. The church understands that because it is so large, a small group ministry is crucial for individuals to connect personally in caring for each other, accountability, and spiritual growth.

While already missions-oriented, Calvary is going to be even more so, with the anticipation of sending out over 52 short-term missions groups per year.

Calvary has always been innovative in worship and programs, but had little focus on the systems needed to make programs effective. The Pastor of Ministries will have a major role as “architect” of these systems.

Additional detailed information about Calvary, including its Vision, Purpose, Core Values, and Beliefs, is found in *Addendum 1*, and its History is found in *Addendum 2* of this document.

THE POSITION

The ultimate authority of the Church rests in Jesus Christ and The Word of God. The leadership at Calvary rests in 11 Elders. The Senior Pastor is the primary shepherd/leader pastor/teacher of the body and is one of the Elders. The Elders serve as the Board of Directors and comprise the corporate membership. They

have spiritual as well as physical oversight of the Body and control of all corporate assets. They are to lead according to the will of God, not lord it over the Body, but being examples. The Executive Pastor reports to the Senior Pastor and is the “Chief Operating Officer” of the church.

Reporting to the Executive Pastor are two primary positions, Pastor (or Director) of Ministries and Director of Operations.

In order for this position to affect the results needed, it is very high on the organizational chart. The Executive Team of the church is the Senior Pastor, Executive Pastor, the Director of Operations, and this new position, the Pastor of Ministries.

The Pastor of Ministries will be responsible for overseeing pathways for:

- ◆ “Assimilation,” including “First Touch” ministries and “Connecting” people into the church community
- ◆ “Equipping” of the saints through discipleship, small groups, and mentoring programs
- ◆ Establishing “systems” to support laity connection, training, mobilization, and empowerment

Direct Reports to the position of Pastor of Ministries include:

- ◆ Adult Discipleship & Small Groups (*open pastor position*)
- ◆ Student Discipleship – Middle School through College (*open pastor position currently being recruited*)
- ◆ Care Team – counseling, pastoral visits
- ◆ Outreach and Evangelism to the Community and World
- ◆ Worship Team

Areas of focus include:

- ◆ Championing a culture that “values” lay empowerment and mobilization
- ◆ Coaching the coaches (leaders) to be more effective in empowering laity
- ◆ Training trainers in leadership skills
- ◆ Developing a core of team members that move past a program for gift discovery to matching people to their ideal place of ministry
- ◆ Establishing and maintaining a database for tracking and training purposes, connecting people to ministry
- ◆ Maximizing the effectiveness and growing the small group ministry, with the goal of going from 10% to 50% of regular attendees being involved in small groups
- ◆ Establishing an effective 360-degree performance review program for all leaders

This position is uniquely both an operations position (overseeing a large number of staff) and a staff position (influencing and supporting other areas). It will have direct responsibility for the larger part of the church staff and have dotted line responsibility over other areas regarding the equipping of people in those areas, ensuring people are in their best area of giftedness, and measuring the effectiveness of systems being used.

It is understood that without adequate resources, this position cannot be effective, and the church leadership is committed to supporting this position with the labor and other resources as needed.

The church's budget is \$6.85 million and the church employees 39 full time employees. Roughly two-thirds of the staff would come under this position.

The peer position, the Director of Operations, oversees the areas of IT, Communications, Facilities, Finance/Accounting, and the church's web site.

PROFESSIONAL & PERSONAL

The gift mix needed for the position is a combination of people skills (a strong ability to discern gifting in others and the role that suits them best), organizational development (knowing how the organization should be structured and how internal systems work most effectively), supervising/leading/training people, and understanding church ministry.

The person will have proven his or her abilities to organize a major area of responsibility in terms of systems and people. Given that Calvary is already at the 5,000 mark and growing fast, the person should have experience with a church of considerable size, preferably over 3,000.

The ideal candidate might come from a Senior Pastor background or have been an Associate Pastor or Director in a church involved in "Assimilation & Equipping." It is also possible the person could come from the business world or from a major non-profit organization where similar skills were employed. Regardless, the person must have been involved in some fashion as a leader in a local church. Knowing the unique way in which churches function is essential.

While a Master of Divinity is not required, training in theology would be beneficial, since this position will supervise several pastors. The position could be a Pastor or Director, male or female.

Strong academic preparation, including a four-year college degree, is required. Specific training in Organizational Development, Business, Industrial Relations,

or Human Resources, as well as an advanced degree, would be even more advantageous.

Having had Equipping Ministry training through the Leadership Training Network would be valuable. If coming from the business or non-profit world, experience as a Chief Operating Officer, Vice President of Human Resources, Director of Training, or similar position would be helpful.

Other qualities this person should possess include:

- ◆ Being a passionate visionary for discipleship with the ability to motivate, grow, and release others in their faith walk and leadership abilities
- ◆ Gifts of discernment, wisdom, and leadership
- ◆ Orientation towards systems and process...a “systems thinker”...a “systems architect”
- ◆ Strong relationship building, interpersonal, and communication skills are critical for success
- ◆ An encourager who stretches others to grow
- ◆ Excellent group facilitator
- ◆ Values getting input, yet is decisive
- ◆ Able to multi-task effectively, although may need a more detailed person along side
- ◆ Has patience for building process yet is driven for results
- ◆ Keeps learning and encourages others to do likewise; values continuous improvement
- ◆ Puts people first and programs second
- ◆ Energetic and passionate
- ◆ Is a mentor who trains and encourages others to be mentors as well
- ◆ Fulfills the biblical qualifications for church leadership (1 Tim 3:1-7 and Titus 1:5-9)
- ◆ Agrees completely with Calvary’s Vision, Purpose, Values, and Beliefs (*see Addendum 1*)
- ◆ While being a self-confident person, is also regarded as humble and having a servant’s attitude
- ◆ Inspires and empowers others and shares authority easily
- ◆ Has genuine warmth, which attracts people and is sensitive to others
- ◆ Balances hard work with meeting the needs to ensure a strong walk with God, appropriate time for family, and personal time for refreshment and diversion

THE SEARCH & SELECTION PROCESS

The Search Committee is made up of six Calvary members and includes two Elders and four lay leaders. The church has retained a professional search firm,

the Robert W. Dingman Company, which has the primary role for candidate searching, screening, and reference checking, in addition to facilitating the Search Committee's deliberations. Bruce Dingman, the recruiter assisting the church, is a long time member of the church and assisted on the Senior Pastor and Executive Pastor searches.

This will be a nationwide search to find the person God has prepared to help take Calvary to a higher level of effectiveness for the sake of His Kingdom. Calvary expects to consider dozens of potential candidates, with the goal of conducting in-depth interviews with 3-4 candidates. The Search Committee will then recommend the top candidate to the Senior Pastor, Executive Pastor, and Elders for selection.

After thorough consideration, this candidate and his or her family will have an opportunity to get acquainted with the church and the community, to include group sessions. Then, after feedback has been gathered, if all goes well, the Evaluating Team will "Call" that person to join Calvary's leadership team.

Calvary wants the process to have integrity and to be fair, considerate, and thorough. Every effort will be made to maintain confidentiality of all candidates until the point the person is introduced to the church body as a whole. All candidates considered will go through the same evaluation process, and prospective candidates will deal directly with the search firm.

If timing is ideal, the new Pastor (or Director) of Ministries will be interviewed by the Search Committee in June or July and could be on board as soon as is practical.

SUMMARY

This is an incredible opportunity to be an agent of change and improved effectiveness at a committed evangelical church:

- ◆ In a dynamic demographic market and a great place to live
- ◆ With a fantastic physical facility and a viable financial situation
- ◆ With a strong, professional staff and a wise, stable Elder board
- ◆ With many active ministries and a rich history
- ◆ That is primed for growth and impact at all levels

The right person will feel called to Calvary Community Church and prepared by God with the right skills, experience, and convictions to help lead Calvary to impact the world for Christ. Together with the executive recruiter, the Search Committee, the Senior Pastor, the Executive Pastor, and the Elders, interested candidates should prayerfully and thoughtfully investigate this possibility.



Calvary Community Church is a community of Christians called by the Holy Spirit to unite in submission to Jesus Christ and His teachings and to express their life in God.

Our Purpose

Glorifying God together as we

- ...Love one another (John 13:35)
- ...Grow to be like Christ (Ephesians 4:15)
- ...Serve others (I Peter 4:10)
- ...Share the Good News of Jesus Christ (Matthew 28:19, 20)

Our Core Values

Calvary Community Church is committed to being:

Christ Centered

Our main focus is to “make much of Jesus.” We want every aspect of our lives to reflect our devotion to Him, and we value gathering for celebrative worship to express that. Theologically, we are united around our statement of faith, allowing for diversity on other issues that often tend to divide. We recognize this is Christ’s church and want to align ourselves with His purposes for it. We look forward with great anticipation to His return.

Biblically Based

We believe that the Bible is the inspired Word of God, and we are committed to teach it and obey it. It is a primary means for God’s communication with us, the final authority for what we believe and how we are to live our lives. It provides the standard by which we measure ourselves and the framework for how we relate to others. We have a high view of the power of Scripture to transform our lives.

Culturally Relevant

We seek to live out our faith in a real way in the culture in which God has placed us. Informed by awareness and understanding of culture and its effects on the minds and hearts of people, we strive to uncompromisingly communicate God’s

truth in ways that people can understand and apply. We think both the means of communication and the vocabulary we use need to be culturally sensitive, employing a high degree of creativity and excellence, if we are to be as effective as possible in representing Christ in our world.

Outreach Focused

We have a radical commitment to reaching out to those who are without faith in Christ. Out of gratitude for God's grace towards us, we want to extend His love and grace to others. We encourage every Christian to prayerfully develop caring relationships with unchurched family, neighbors, friends, and coworkers where they might sensitively share their faith. We provide church events and programs that have the unchurched in view and are designed as entry points into the life of the church. We are committed to develop and release the resources (leaders, strategies, and finances) to reach out to the local community and beyond.

Dynamic Disciples

Our desire is to be passionate pursuers of God throughout our lifetimes. Motivated by His love, empowered by the Holy Spirit, and centered in prayer, we want to be people of Christ-like character, growing in our knowledge of Him, practicing spiritual disciplines, and being disciples who make disciples. We realize that all we are and all we have flows from Him, and we seek to be faithful stewards of all our resources.

Caring and Relational

We are committed to being a community of people that cares, addressing the physical, emotional and spiritual needs of people knowing that God can and does meet those needs. We accept people where they are, expecting God to bring help, healing, and hope. We connect people in ways that provide a context for authentic, open, encouraging, helpful relationships. We want our events to be marked by friendliness, realness, and sincerity.

Empowering and Serving

We believe that every Christian is gifted and impassioned by the Holy Spirit for service to others. Therefore, we strive to provide an environment that helps people discover and apply their giftedness, viewing the primary role of ministry staff as one of equipping the people in the church for doing the work of ministry. We give people the freedom to dream and take risks in ministry. Our staff, systems, and structures are here to facilitate people as they seek to serve. We value teamwork and are committed to the development and multiplication of leaders and ministries.

Constant in Prayer

We believe that our relationship with Christ can only be truly healthy when we are in daily communication with Him. We know that the prayer of a righteous person is powerful and effective and we believe that prayer is essential in knowing the mind of Christ, His guidance in our lives, in the confession of our sin, in keeping us from temptation, and in receiving both The Lord's power and blessings in our lives and the life of our church.

What We Believe

The Bible is the inspired Word of God

It is the final authority for Christian faith, teaching and living.

2Pe 1:20, 21

Mt 4:4; 5:17-19; 24:35
John 8:31, 32; 2Ti 3:16, 17

There is one true and eternal God.

He exists in three persons:

**Father,
Son and
Holy Spirit**

He is Creator and Sustainer of heaven and earth.

Is 6:3; 57:15; 1Ti 1:17
Mt 28:19; 2Co 13:14; 1Jn 4:10-16
Dt 6:4; 1Co 8:4
Jn 1:1-4
Jn 14:16, 17
Ge 1:1; 2:7; Ps 100:1-3; 145:17;
Col 1:16, 17; Rev 4:11

He has revealed himself through his creation, his written Word and his Son Jesus Christ.

Ro 1:18-20; 10:14, 15, 17;
Heb 1:1-3

He is perfect in love and righteous in all his ways.

Is 55:9; Rev 5:12

Jesus Christ Is God's Eternal Son

He is true man and true God.

Lk 1:35; Jn 1:1-4
Jn 1:14; Php 2:5-7

He was conceived of the Holy Spirit and born of a virgin.

Is 7:14; Mt 1:20-23
1Pe 2:21-25

He taught us how to live.

He lived a sinless life yet was crucified as a sacrifice for our sins.

Ac 2:22, 23; 1Co 15:3;
Tit 2:14; 1Jn 2:2

He arose bodily from the dead.

Ac 2:24, 31; 1Co 15:4

He was seen by over 500 persons.

Ac 2:32; 1Co 15:5-8

He ascended to heaven to prepare a place for us.

Jn 14:1-3

The Holy Spirit convinces us to:

repent of our sins and

Jn 3:3-6; 16:7-13;

confess Jesus Christ as Savior.

Ro 10:9, 10; 2Th 2:13

He enables believers to obey Jesus Christ as Lord.

1Co 12:3

He lives in believers and teaches them to live lives pleasing to God.

Jn 14:26; 16:13; Ro 8:1-14;
1Co 6:19, 20; Eph 5:17-21

He gifts and equips each believer to serve Christ and his Church.

1Co 12:4-12

He helps each believer demonstrate "the fruit of the spirit."

Gal 5:22, 23

He empowers believers to witness to the world.

Mt 28:18-20; Ac 1:8

**Men and women were created in God's image,
separated from God by sin and
forgiven through rebirth in Christ**
We were tempted by Satan and rebelled against God.
We are sinful and separated from God.
Through repentance and personal faith in Jesus Christ as our Savior...
our sins are forgiven,
we are reborn by the Holy Spirit and
we become children of God.

Ge 1:26, 27
Ge 3:13
Tit 3:4-6; 1Jn 1:9
Ro 3:10-19
Ro 3:23
2Co 7:9, 10
Jn 3:5-7; Ro 3:21-24
2Co 5:17
Jn 1:12, 13;
Eph 1:3-8; 2:8, 9

The Church is the living body of Christ on earth

Christ is its Head and the source of its life.
The Body is composed of those who have received
him as Savior and Lord.

The Church exists to:

Glorify God together as we...
Love one another
Grow to be like Christ
Serve others
Share the Good News of Jesus Christ

1Co 12:27;
Eph 4:11, 12
Eph 5:23,24a; Col 1:18
Mt 16:15-18; Ac 2:41, 42;
Eph 2:19-22

Jn 13:35
Eph 4:15
1Peter 4:10
Mt 28:19-20

Jesus Christ will return to earth as King

He will raise the dead and judge the world.

He will establish his glorious Kingdom.

This is the hope of the Church.
It is our encouragement to live godly lives and serve him.

Those who are not reborn will be separated from God
forever in hell.

Those who are reborn will live with him forever
in heaven.

Mt 16:27, 28; Ac 1:10, 11;
Eph 1:18-23
Mt 16:27, 28; Jn 5:24-29;
Php 3:20, 21
Mt 6:10; Mk 14:24, 25;
2 Th 1:5
Tit 2:13
Mt 25:40; Ro 14:17, 18;
1Jn 3:16

Mt 25:41-43, 46; Lk 16:23;
Rev 1:18

Ps 23:6; Jn 3:16;
1Th 4:16-18; 1Jn 5:11-13



Our History

Calvary Community Church began in the 1940s as Calvary Interdenominational Church and is now affiliated with the Missionary Church. In 1976, Pastor Larry DeWitt left his former position as pastor of First Missionary Church in Fort Wayne, Indiana to accept the Calvary congregation's invitation to help build the new Calvary Community Church—located at that time in a restaurant (The Hungry Tiger) in Thousand Oaks. Pastor DeWitt was captivated by the courage of the congregation of only six families and their unflinching belief that Calvary could grow into a church of 1,000 people within five years. Larry DeWitt brought with him a desire to create a new ministry style that could break through the “stained glass” barriers, convincingly demonstrating how God's Word intersected with people's daily lives. The pastor's enthusiasm for church-growth principles helped the church families to commit with him to see the new church grow through stronger biblical teachings, relevant worship celebrations and diverse programs designed to meet the physical, emotional and spiritual needs of the community.

Calvary Community Church has come a long way, moving from its original restaurant location to a converted warehouse in 1980 and finally to its current location in 1999. Formerly a divisional headquarters of Eaton Corporation, the church's location is a 35-acre campus shared with Oaks Christian School¹ (www.oakschristian.org), adjacent to the Highway 101 freeway, and has exposure daily to over 150,000 passing cars. Nearly one-quarter million people live within a 20-mile radius of Calvary's 200,000-square-foot “Celebration Room” and 17-acre facility—the Celebration Room itself seats an impressive 2,800.

¹ Oaks Christian School, a prep school serving grades 6-12, is not affiliated with Calvary Community Church, but there is a strong, co-operational relationship.



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