

Position Description
Executive Pastor
Crystal Cathedral Congregation

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The Mission of Crystal Cathedral Ministries

Crystal Cathedral Ministries (CCM) is a center and community for spiritual growth, where positive attitudes are developed, where good people become better, where hurts are healed, where lessons are learned, where friendships are developed, where marriages are strengthened, where families are bonded, where singles are valued, where the restless find peace, where love is alive, where God is understood, where Jesus Christ is Lord.

In that spirit the purpose of the Crystal Cathedral Ministries is to proclaim the gospel of Jesus Christ throughout the world as commissioned by Christ, our Lord (Mark 16:15). Every person who participates in this ministry – pastor, congregant, employee, or volunteer - is committed earnestly, wholeheartedly and spiritually to this mission.

The Organization

Crystal Cathedral Ministries comprises the Crystal Cathedral Congregation (CCC) serving Southern California and the Hour of Power, the most widely viewed religious program in America. The *Hour of Power* is viewed by an estimated 10 million people and can be seen in the US on Lifetime Cable, The Discovery Channel, TBN and a number of broadcast stations, and internationally in 165 countries on all seven continents.

In 2005, the ministry will celebrate its 50th year. It was founded Dr. Robert H. Schuller as a mission of the Reformed Church in America. Since its inception, the ministry has been and continues to be part of the Reformed Church in America.

Today, the Crystal Cathedral Congregation includes approximately 10,000 members and regular attendees. The two primary worship services, at 9:30 and 11:00 am draw about 4,000 members and visitors weekly, with corresponding Sunday morning attendance of more than 450 for nursery through high school. The Hispanic ministry has a vibrant 1:00 pm service with approximately 600 worshipers and 350 children in nursery through high school. The Sunday evening Bible study service attracts about 250 people, and a new Sunday evening service aimed at “post moderns” (20’s & early 30’s) has been launched recently. Midweek activities attract approximately 200 youth.

The congregation has a wide range of life-stage and interest ministries. It has an active community outreach program, spanning professional counseling services, New Hope volunteer 24 hour counseling, English language tutoring, and a range of local outreach and mission efforts for disadvantaged families and youth.

Strategic Priorities

The Executive Pastor joins Crystal Cathedral Ministries at an important time in its history. 2005 marks the 50th Anniversary of the ministry and is a year of celebration and great expectancy for the future. Robert H. Schuller (I) and Robert A. Schuller (II) continue to share the platform for the weekly message on the *Hour of Power*.

For the Global ministry, strategic priorities are to continue to expand the Hour of Power to reach every screen (TV or PC) in the world, facilitate the spiritual development of

individuals through Houses of Power small groups around the world, and continue to provide classes, conferences, productions and other opportunities for spiritual, emotional and physical development at the Crystal Cathedral and Rancho Capistrano.

The priorities for the local congregation are to grow membership, especially by continuing to expand worship services that reflect the ethnicity of the neighboring areas and strengthen families through programs and ministries for children, youth, and parents and through the Crystal Cathedral Academy and High School. Equally important, the ministry seeks to help congregants and visitors group mature spiritually in their Christian walk, connect with each other through Houses of Power small groups and serve others through missions, outreach and care ministries.

Location

Garden Grove, California (Orange County)

The Crystal Cathedral is located on perimeter of the Platinum Triangle in Anaheim and Orange in the vicinity of Angel Stadium and the Arrowhead Pond. The area is undergoing a huge amount of high-density, retail and business development, and this represents a potentially significant opportunity to attract new visitors and congregants to the Cathedral.

Reporting Relationships

Reporting to the directly to Executive Pastor are the Pastors of Congregational Life, Care Ministries (including Care, Counseling Center and New Hope Crisis Line), Family Ministries (including Men's, Women's, Youth, Children's and Crystal Cathedral Academy), Post-Moderns, Hispanic Ministry and the Directors of Volunteers and Memorial Gardens (probably others that I need to identify...) and business/administrative support personnel. The Executive Pastor maintains direct responsibility for the Elder Team.....

This position is a member of the Leadership Team (Consistory) reports directly to Robert A. Schuller, [Title TBD], who in turn reports to Dr. Robert H. Schuller and the Board of Directors of CCM.

Primary Duties and Responsibilities

The Executive Pastor will respond to a genuine call from God to:

- ***Assist the Senior Pastor in providing strategic leadership*** of the Crystal Cathedral Congregation. Together with the Senior Pastor, help shape and implement a shared vision, goals and strategic plan to grow and strengthen the congregation and church in alignment with the mission of the ministry.
- ***Direct congregation departmental strategic and annual planning*** in support of the mission for the ministry and ensure plans are implemented effectively and appropriately.
- ***Serve as a forward-thinking member of the CCM Leadership Team*** to help CCM achieve its global mission, goals and strategies.
- ***Provide positive, relational, inspirational and collaborative leadership to build strong leaders and teams*** within and across the congregation, pastors and CCM

staff. Inspire, motivate, facilitate communication, build cohesiveness, and proactively develop leadership among key staff and volunteers.

- ***Enthuse, empower and equip*** the congregation, pastors and staff to reach their God-given potential in support of the ministry's mission and goals.
- ***Serve as a pastor*** the congregation, elders and other congregational leaders, pastors and ministry staff.
- ***Ensure appropriate stewardship of congregational resources and budgets*** and provide administrative management of the congregational side of the ministry.
- ***Communicate the ministry's possibility thinking message and reformed, grace-based theology.*** Provide oversight of the ministry's relationship with its denomination, The Reformed Church in America.
- ***Participate in and deliver uplifting messages to*** worship services (non-televised), fellowship classes, and conferences as requested.

Additional Duties and Responsibilities

- Assess the current needs of the congregation and opportunities for growing the church and work with the pastors and other leaders to develop appropriate ministry initiatives as appropriate. Especially take advantage of potential growth opportunities in the Platinum Triangle in Anaheim - Orange.
- Be informed of trends and culture as it relates to church growth, congregational development, family ministries, local ethnicities, singles and seniors.
- Develop effective relationships with congregational leaders and key volunteers
- Ensure conflicts / complaints within the congregation and staff are resolved quickly and positively
- Develop and carry out the stewardship program
- Promote the Legacy Club and help provide leadership to the teams responsible for overseeing and implementing it
- Communicate the decisions made by the Leadership Team to the various departments
- Provide leadership to the following:
 - Enhancing communication within and across the staff, volunteers and congregation
 - Staff selection process for pastors and congregational department heads
 - Training and development of pastor staff and ministry department heads
 - Performance review processes for ministry staff
 - Recruitment, training and nurturing of volunteer leaders
 - Developing and carrying out stewardship program
 - Promoting the Legacy Club within the congregation
 - Special church events
- Provide direct oversight or appropriately delegate the following:
 - Church mission program
 - Liaise between the ministry and the Reformed Church in America judicatories (Classis, Regional Synod and Denomination)
 - Produce the Consistory Minutes for the Classis
 - Coordinate monthly staff devotions
 - Represent the ministry at community events

- Facilitate ecumenical collaboration with other churches and religious institutions in the area
- Be available for preaching, teaching and assisting in worship as requested
- Officiate at weddings and funerals as well as assisting with baptisms

Education / Theology

- Master of Divinity Degree or a related advanced degree. This should include coursework or training in human development.
- Maintains an ongoing rigorous program of personal and professional development.
- Has a theological base shaped by Reformed Theology.
- Avidly supports Dr. Schuller's possibility thinking theology and the mission of the Crystal Cathedral.

Experience

- Has served in a large, multiple staff church setting. This person may be a department head at a mega church.
- This may be a lateral move from a para church ministry.
- Has a minimum of 10 years of ministry experience.

Key Competencies/Attributes

- From the Reformed tradition (grace based) and feels a genuine call from God to this ministry and role. Is positive by nature and enthusiastically supports the possibility-thinking message of the Bible and Dr. Schuller.
- An authentic Christian with unquestioned integrity and moral values.
- A highly effective relational leader who inspires, motivates and mobilizes others to strive for and attain dreams and goals that are bigger than they thought possible.
- Balances strategic / visionary leadership with operational management. Inspires others while effectively achieving desired results.
- Excellent management skills including planning, budgeting, delegating, allocating resources and meeting deadlines on time and within budget.
- An excellent communicator, with highly developed listening skills and effective oral and written communications
- Builds strong teams. Develops and trains staff and volunteers to be strong leaders. Encourages measured risk taking and monitors performance in support of ministry goals.
- A mature, non-ego driven team player who is committed to the success of the ministry and others in their roles in it.
- Sensitive to multi-cultural, multi-generational and economic diversity found in this congregation.