

# EXECUTIVE PASTOR PROFILE

## Requirements

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### Character

- Meets the character qualifications for an elder (1 Tim. 3; Tit. 1).

### Convictions

- Fully embraces First Free's Ministry Map documents (our mission and vision) in his life and ministry.
- In full agreement with the EFCA's Statement of Faith and willing to pursue credentials with the EFCA.

### Competence

- Meets the competence qualifications for an elder (1 Tim. 3; Tit. 1):
  - Able to teach the Word of God.
  - Manages his household with all dignity.
  - Not a recent convert.
- Significant experience with and able to provide strategic leadership in the church.
- Significant experience with and able to build a strong staff team.
- Results-focused leadership with persuasive interpersonal skills adaptable to a variety of personalities and situations.
- Able to provide administrative leadership in the church.
- Able to provide pastoral leadership in the church.
- Bachelor's degree required with advanced degree and/or theological education desired.

### Chemistry

- A member of First Free and lives in accord with First Free's Membership Covenant.
- Complements and works well with staff team.
- A life-long learner with a humble desire to continually improve.
- Connects well relationally with the staff and the congregation.

*We exist to make disciples of Jesus Christ who glorify God as the grace of the gospel grows deep in God's people and goes wide to all peoples.*

# Responsibilities

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## Provide Strategic Leadership

- Serves on the Leadership Team and co-labors with Lead Pastor to provide church direction.
- Oversees the strategic planning process for the church.
- Evaluates and empowers ministries of the church to achieve mission advancement.
- Establishes strategy to mobilize the congregation into ministry.
- Helps ministries collaborate with one another in advancing the mission of the church.
- Ensures that First Free's unique values are being implemented in every ministry.

## Provide Staff Leadership

- Works with the Lead Pastor to create a healthy work environment for our staff.
- Oversees directly or indirectly all ministry staff, except the Lead Pastor and Worship Pastor.
- Ensures the mission of the church is being advanced in and through the ministry staff team:
  - Ensures they're adequately equipped to accomplish their respective jobs.
  - Challenges and encourages them to do their job effectively.
  - Oversees performance reviews and staff evaluation.
  - Regularly evaluates staff structure and responsibilities and helps make changes.
- Leads staff meetings and retreats in cooperation with the Lead Pastor.
- Oversees the recruitment and training of new staff in cooperation with the Lead Pastor.
- Works with Leadership Team to build and then provide oversight to internship program.

## Provide Administrative Leadership

- Works with elders and trustees to ensure fiscal accountability.
- Helps Business Administrator build a budget that stewards our resources to advance our mission.
- Ensures clear communication between staff, ministry departments, boards and committees.
- Oversees the church's master calendar.

## Provide Pastoral Leadership

- Fulfills general pastoral duties: i.e. teaching or preaching, prayer in corporate worship, visitation, weddings, funerals, etc.
- Participates in any all-church services and meetings.
- Oversees the planning for the Members Meetings.

## Model Faithfulness to our Mission

- Growing in the grace of the gospel personally and helping others to do the same.
- Going wide with the gospel personally and helping others to do the same.
- Involvement in mentoring relationship(s).
- Leads or participates in a small group.

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