

**EXECUTIVE PASTOR, NICEVILLE CAMPUS**

<b>Position Title:</b>	Executive Pastor <b>(Full-Time; Exempt Position)</b>
<b>Date:</b>	July 2020
<b>Supervisor:</b>	Campus Pastor, Niceville
<b>Purpose:</b>	To champion the vision of connecting people to Christ by overseeing and coaching the Niceville Campus staff towards identified church goals and helping direct the overall Niceville Campus through the Executive Committee.

**PRIMARY DUTIES:**

1. Help staff set appropriate ministry goals.
2. Coach staff to achieve those goals and grow their leadership ability.
3. Hold staff accountable to agreed upon goals and initiatives.
4. Mediate staff conflicts and priorities between ministry needs.
5. Submit annual ministerial staff performance and compensation reviews with compensation recommendations to the Campus Pastor.
6. Evaluate current staffing needs and plan for additional staff as well as serve as point on primary ministerial staff hires.
7. Help the Campus Pastor set the direction and priorities of our campus in concert with the Niceville Campus Executive Committee.
8. Evaluate and facilitate the filling of gaps in the overall church's ministry, alongside the Campus Pastor.
9. Oversee all day-to-day operations of the ministerial staff for the sake of efficiency, harmony, and maximum ministry to the Niceville Campus church body.
10. Oversee the budget development process and submit to the Campus Pastor.
11. Serve as a dedicated team member, assisting with other items as needed by the Campus Pastor or Crosspoint team.
12. Uphold the Staff Covenant.

**SKILLS DESIRED:**

1. Dedicated Follower of Jesus.
2. Ministry minded; relationship focused.
3. A self-starter who can multi-task, prioritize workload, and turn a vision into reality.
4. Ability to lead a varied, experienced, and specialized staff.
5. Administrative abilities with experience managing multiple staff within a large church setting.
6. Ability to address staff goals, evaluations, and conflicts relationally with diplomacy and discretion.
7. Knowledge of church growth principles within a large church setting and wisdom to apply those principles appropriately within our particular church setting.
8. Management experience with proven results in a large, fast paced organization.
9. Ability to work as a team and always portray the church, staff, and ministry in the most positive light in the church as well as in the community.

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## **KEY PERFORMANCE MEASUREMENTS:**

1. Accomplishment of the overall campus goals.
2. Strong leadership of the Niceville Campus staff to include: communication, chemistry, unity, efficiency, and effectiveness.
3. Constant and never ending improvement of systems and processes.
4. Ministry leaders feel supported and encouraged to accomplish their goals and do so.
5. Good stewardship and management of the budget by finding ways to increase efficiency without compromising quality and results.
6. Campus Pastor is able to focus and spend more time on his Primary Duties.

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## **CONTINUING EDUCATION DESIRED:**

Attend position appropriate seminars, workshops and conventions as requested and approved by supervisor.