

Executive Pastor

Job Description

ABOUT US

Lighthouse Christian Center (LCC) is a church of 850 people, ministering in the South Hill of Puyallup. We exist to be a Christ-centered community, reaching out every day to make more and better disciples. We value authentic relationship with Jesus that leads to Christ-like formation. We value Christian Community where spiritual formation can occur. We desire to live as people sent by God on mission living to make Christ known to all in our homes, community, and beyond. We value action empowered by the Holy Spirit as a natural outflow of our faith in Jesus as we seek to express God's love through compassion and justice in our everyday lives. We value deep, beneath-the-surface life transformation. We aren't about doing the same old things with a religious veneer. We aim to grow deeply in love for God and others as Christ forms us through all we encounter in life. In every way, we desire to put God first in our lives. LCC is affiliated with the Christian and Missionary Alliance (CMA) and has a strong focus on missions and outreach.

We are looking for an Executive Pastor to join our Team. Please include references that can be called prior to an interview and also a cover letter indicating how your skills and experience connect to this position.

GENERAL DESCRIPTION

The Executive Pastor will assist the Lead Pastor in overseeing the life and direction of Lighthouse Christian Center under the direction of the Leadership Team. This will require the heart and skills to advance the beliefs and values of Lighthouse Christian Center and the ability to align staff and key leadership teams with LCC's mission. The Executive Pastor will ensure that the systems, practices, and policies of the church responsibly and effectively support LCC's ministries. They will align the efforts, staff, and volunteers for a collective impact in advancing the Kingdom of God through the ministry of Lighthouse.

Classification: Exempt; Salary // **Status:** Full Time // **Team:** Executive
// **Supervisor:** Lead Pastor

WORK SCHEDULE

· Monday – Thursday

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- Weekend Worship Services
- Evening meetings as required to meet with volunteers.

ESSENTIAL DUTIES & RESPONSIBILITIES

The Executive Pastor has oversight of staff management, Worship Arts, Connections, and Discipleship ministries. They are entrusted with creating strategic plans, goals, and metrics. They will develop leadership and provide oversight to all ministry staff while enacting the core values of Lighthouse Christian Center. This role will provide crucial coordination of activities to further the impact of Lighthouse in advancing the Kingdom of God.

- Coordinate and lead staff meetings in partnership with the Lead Pastor and engage in other activities designed to clarify and execute Lighthouse's Mission and Vision objectives. Facilitate regular meetings with the staff leadership team.
- Serve as a staff liaison to the Leadership Team.
- Provide leadership in developing strategic plans and setting goals and vision.
- Monitor the spiritual health of the congregation and community groups within the church.
- Ensure staffing, facilities, and programs are appropriately and effectively aligned to meet the strategic goals.
- Empower ministry staff to thrive in an ever-changing environment by building supportive, positive relationships so that staff will be able to do what is necessary to serve the needs of the church.
- Coach and empower leaders to build systems and teams that effectively capture the growth of Lighthouse Christian Center.
- Guide teams in healthy collaboration to spread the Gospel more effectively throughout Lighthouse.
- Fulfill other pastoral and administrative duties as assigned by the Lead Pastor.

COMPETENCIES

The ideal candidate should have a strong background in strategic planning and staff coordination in the execution of the church's mission and vision strategies with prior success in implementing these strategies.

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Those applying should possess a proven track record of organizational leadership, strategic planning, staff evaluation, and development and demonstrate excellent verbal and written communication skills. Candidates must possess a driving passion to reach people who are far from God and to help them grow deeper in their faith. This individual must have a deep level of emotional intelligence, and the ability to work well in a team. They must be skilled at promoting innovation through collaboration. They additionally will show an ability to connect across different generations, types of people, and cultures.

- **Problem Solver** - Identify and resolve problems in a timely manner; gather and analyze information skillfully; develop effective solutions; work well in group problem-solving situations; couple reason with compassion, especially when dealing with emotional topics.

- **Emotionally Intelligent** - Manage difficult or emotional situations; respond promptly to needs; seeks feedback to improve service; respond to requests for service and assistance; meet commitments.

- **Skilled relator** – Strong focus on building and maintaining healthy relationships; Effectively resolves conflicts, not blaming; maintains confidentiality; listens to others without interrupting; self-regulates emotions; displays a willingness to listen and try others' ideas. Collaborator.

- **Effective Communicator** - Speaks clearly and lovingly in all situations; listens and seeks out clarification; actively seeks out others' points of view; responds well to questions; engaged participant in meetings. Creates accurate and professionally written communications, including agendas, minutes, emails, and memos.

- **Servant Leader**- Balances team and individual responsibilities; exhibits objectivity and openness to others' views; gives and welcomes feedback; contributes to building a positive team spirit; puts success of team above own interests; able to be an encourager; leads teams in creating group commitments to goals and objectives; supports everyone's efforts to succeed; coaches others effectively Asks for and offers help when needed. Undertakes self-development activities.

- **Transformative Leader** – Understands and applies research-based change strategies. Develops effective implementation plans; communicates changes clearly; engenders commitment; prepares and supports those affected by change. Displays willingness to make decisions; exhibits sound and accurate judgment;

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supports and explains reasoning for decisions; includes appropriate people in the decision-making process; makes timely decisions.

- **Ethical Leader** - Treats people with respect; inspires the trust of others; keeps commitments; maintains confidentiality; and works with integrity in all aspects of the job. Follows policies and procedures; completes administrative tasks correctly and on time; supports church's goals and values.

- **Developer**- knows how to coach, mentor, and disciple others. Deeply committed not just to getting the task completed but to supporting the spiritual growth of others in the process.

REQUIRED CRITICAL SKILLS, TRAINING AND EDUCATION

- A mature, strong, and growing relationship with Jesus, a heart for the local church, and a passion for seeing individuals and families in the Puyallup area be transformed by the Gospel.

- Proficiency with computers and software programs

- Agrees and aligns with the vision, values, and doctrinal *Statement of Beliefs* of Lighthouse Christian Center

- Licensed or Ordained C&MA worker or accreditation from an equitable denomination. If not licensed or ordained upon applying, must begin the process with the C&MA within the first year of hire. (Until licensed as a Pastor, this position title would be "Executive Director")

PREFERRED REQUIREMENTS

- Ministry-related degree

- Project management certificate or experience.

- Experiencing preaching and teaching within the church

PHYSICAL REQUIREMENTS

- While performing the duties of this job, the employee is regularly required to stand and walk and will occasionally be required to do some light lifting (up to twenty pounds).

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PERSONAL LIFE REQUIREMENTS (POST HIRE)

The Executive Pastor must become a committed member of Lighthouse Christian Center. They must pursue an active relationship with Jesus that includes a consistent personal devotional life and prayer. They must be committed to their family, attend church regularly, and live their life in a manner consistent with the Scripture. They must be a part of an LCC community.

Job Type: Full-time

Salary: \$65,000.00 - \$80,000.00 per year

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Flexible schedule
- Paid time off
- Professional development assistance
- Vision insurance

Work Location: In person