

Fellowship Bible Church

Job Description Hi-Crest Lead Pastor

Individual:

Accountable to: Jeremy Wynne, Outreach Pastor

FLSA Classification: Exempt

Supervises: Church Staff

Work schedule: Flexible. Must be available for ministry work outside of 9 am-5 pm, Mon-Fri. Has one weekday off each week.

Fellowship Bible Church mission: Helping people find and follow Jesus Christ.

Position Mission: Helping Hi-Crest families find and follow Jesus Christ.

- By leading the Pastoral vision and shepherding of the Hi-Crest campus.
- By cultivating relationships with all ages, races and genders that live in the Hi-Crest community and surrounding area.
- By equipping and discipling Hi-Crest residents to become leaders and mentors for others in the church and the community.

Essential Functions:**Core**

- Work collaboratively with Outreach Pastor to develop and implement ministry functions.
- Develop goals and objectives for each ministry area with insightfulness and creativity.
- Evaluate ministry needs and develop programs to meet the specific needs of the Hi-Crest campus.
- Work collaboratively with FBC staff on all campuses to build and maintain a strong team environment to accomplish the tasks necessary to serve and support the ministries and events of FBC Hi-Crest campus.
- Oversight and development of student ministries (Junior & Senior High).
- Direct the growth and expansion of programs to include student ministry, weekend services, service opportunities both within and outside of FBC, and other events, including mission trips and equipping opportunities.
- Oversee curriculum, media, worship for each program and events using the Bible as the core of all teaching.
- Serve as a motivating, inspiring, engaging, and biblically centered teacher to the congregation as part of a larger plan for their spiritual development.
- Foster an environment of discipleship by personally discipling individuals from the community.
- Recruit and mentor volunteers to serve in the church ministries.

Administration

- Monitor progress and completion of projects assigned within ministry areas, ensuring excellent performance as the goal.
- Maintain program budgets. Report excess and shortages to supervisor.
- Provide supervisor with timely reports on ministries, budgets, projects, missions and other areas as requested, including dashboard reports on the same page.
- Commit to personal growth through reading, dialogue with other pastors, and conferences.
- Set example for others to follow. It is essential for church leadership to be a role model and consistently walk with the Spirit. This may be expressed by transparency in a personal relationship with Christ, intense prayer life, continual dependence on grace, servant-heart for

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others, strong team work ethic, flexibility, teachable, authentic love for non-believers to know Christ, balanced relational life with family and others, and a balanced financial condition.

Ministry Areas:

- Student Ministry:
 - Oversee planning, budget, programming, teaching and small group leaders.
 - Ensure volunteer leaders are provided resources necessary and training to ensure quality experiences for the junior and senior high students.
 - Work with teaching team to set curriculum and teaching schedule
 - Develop ministry, teaching, worship, schedule, programs and all functions to be multiethnic and effective to make disciples in the Hi-Crest community.
 - Work with other church and partners such as Young life, NET Reach and Doxazo to disciple those students they are reaching in Hi-Crest and Highland Park.
- Weekend Services:
 - Oversee preaching team and set sermon series based off of God's word and under supervision of Outreach Pastor and Main Campus Pastor.
 - Oversee worship team and all components of service.
 - Oversees Connection Team
 - Oversees weekend children's ministry
- Small Groups/Discipleship:
 - Identify, disciple and equip followers of Jesus from the Hi-Crest community to lead a small group.
 - Plan and oversee discipleship training classes and workshops to further equip members such as Great Questions and Bless your Neighbor.
- Outreach:
 - Oversee the coordination of local and eventually global opportunities for members to engage in.
- Pastoral Ministry: Be available to perform counseling, weddings, funerals, baptisms and other pastoral functions.
- Develop Leaders: To head up all the areas of ministry within the church to facilitate ministry.

Qualifications, Skills, and Abilities:

- Candidates must personally believe, support, and operate within Fellowship's Doctrinal Statement of Faith.
- Biblical Training from a Bible College, Seminary, or Intentional Pastoral Discipleship program.
- Understanding and willingness to reach and disciple those who may have come from a single parent home, generational poverty, and have many children and/or siblings.
- Understanding and willingness to help those struggling with addictions or mental illness.
- A pattern of gospel ministry throughout the Christian experience.
- History in communicating the Word of God through teaching.
- A commitment to the local church expressed through involvement.
- Effective communicator (verbal, written and body language).
- Experience (2+ years) in urban or multicultural ministry.
- Experience leading teams of 15+ volunteers.

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- Ability to prioritize and manage work to effectively and efficiently accomplish tasks with excellence.
- Ability to mediate conflict and to resolve with positive outcomes.
- Ability to attract leaders; then to train, equip, and mentor them to desire leadership roles that will dictate continued growth.
- Desire to work cooperatively with other church ministries including parachurch outreaches within the local community.

Physical Demands:

- Communicate effectively with all levels of individuals, varying backgrounds and environments.
- Lift and move items up to 50 lbs.
- Sit or stand for long periods of time.
- Focus intently on creating curriculum, connecting with individuals, and listening well.
- Read documents and work for extended periods of time on the computer.

Work Environment:

FBC desires to encourage and support staff in an authentic and joyful ministry together. We desire each staff person to be fulfilled and thriving in his or her relationship with God, spouse (if married), and family (if children). FBC is experiencing exponential growth, which means exponential change. We are here to facilitate a ministry with people and resources so each thrives to a cohesive and effective ministry. We provide a salary package that takes the emphasis away from meeting material needs and frees time to serve the Lord, family and others with passion, focus, excellence and creativity. We encourage growth that will challenge, encourage and refresh staff personally, as well as the respective ministries of oversight.

This job description does not state or imply that these are the only activities to be performed by the staff member holding this position. Staff is required to follow other job-related instructions and to perform other job-related responsibilities as requested by their supervisor.

In accordance with the Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on FBC. An individual seeking an accommodation should contact the Lead Pastor.

Wages are determined by the scope of the position and the experience of the incumbent.

Information on wages and available benefits (such as vacation, paid sick leave, holiday pay, health insurance, etc.) attributed to this position will be discussed separately.

Job descriptions are not intended to and do not create employment contracts. FBC maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

Employee Signature

Date

Supervisor Signature & Title

Date