

North Peace Mennonite Brethren Church

Job Description: Executive Pastor

Reports to: Lead Pastor

Allotted Hours: 40 hours per week

Primary Purpose

The Executive Pastor works alongside the Lead Pastor to lead the staff, oversee the churches operations, focuses on leadership development and discipleship. The right candidate will possess a pastoral heart and gifting, a passion for discipleship and proven skill in organizational leadership and management.

About Us

North Peace MB Church is a warm, multi-generational church located in Fort St. John, BC. Rooted in the mission "To glorify God and make disciples" and guided by the vision "Gather, Grow and Go" NPMB seeks to be a welcoming place where people encounter Christ, grow in faith, and live out their calling through service, discipleship, and healthy relationships both within the church and throughout the wider community. A member of the Conference of Mennonite Brethren Churches, NPMB has an average Sunday attendance of 600 people, with many engaged in mid-week activities as well. Our staff team includes a lead pastor, associate pastor of youth ministries, a worship director, 2 counsellors, and an administrator.

Personal Attributes

- Have a vibrant, growing relationship with Jesus Christ
- Feel the call of God to full-time ministry
- Meet the qualifications of elder found in 1 Timothy 3:1-7 and Titus 1:5-9
- Be a man of the Word (passionate about scripture)
- Be a man of prayer
- Show a good work/life balance
- Familiar with and agreement to the Mennonite Brethren Statement of Faith

General Responsibilities

- Continue to grow in the gospel to ensure you are worshiping Christ in and out of our weekend gatherings
- Participate in weekly staff meetings and weekend services planning meetings
- Attend and/or serve at North Peace MB Church functions (Christmas Eve services, Good Friday, conferences, workshops, etc.) - use discretion as you cannot realistically attend everything
- Participate and relationally engage in the life and ministry of NPMB - include engaging with members at our weekend services - and engaging with members throughout the week

Executive Responsibilities

- Help to shape church and staff culture through healthy presence and effective communication that casts vision, creates unity, and advances the mission

- Participate in conversations with Lead Pastor regarding overall staffing and ministry strategies
- Consult, assist, and troubleshoot with other staff regarding their ministries. As needed, speak into potential weak spots or areas for improvement
- Provide leadership and oversight to non-pastoral staff
- Help manage the operational aspects of the church
 - Sit on the stewardship and finance committee
 - In conjunction with the Personnel Committee, perform reviews and evaluations of all staff
 - Keep our policies and procedures up to date and effective
 - Update our church bylaws and constitution to better reflect our current philosophy of ministry and practices

Pastoral Responsibilities

- Preach in our weekend services as needed
- Participate in weekend services as needed (ie. calls to worship, announcements, prayer, baptisms)
- Teach classes and seminars as needed
- Provide pastoral care when needed (ie. funerals, wedding, hospital visitation, premarital counselling)
- Provide short term pastoral counselling as needed
- Sit on the elder's board

Qualifications

1. Minimum of bachelor's degree in a related field.
2. Experience in pastoral ministry.
3. Experience leading ministry teams.
4. Skills in leadership development and administration.