# Executive Pastor

**Job Description**

**First Baptist Church**
**Montgomery, AL**

The Executive Pastor at First Baptist Church of Montgomery, AL is a full-time senior ministerial position charged with overseeing the operations of ministries and programs, leading and developing the staff, collaborating with the Church Administrator on building and financial needs, and finding solutions to issues that arise within the life of the church. The ideal Executive Pastor will have a pastor's heart and also be driven to implement the goals of the church in a Christ-honoring and unifying way. The Executive Pastor is responsible to the Senior Pastor.

Please submit resumes to Pastor Mark Bethea at mbethea@montgomeryfbc.org

**I. Congregational and Staff Relationships:**

A. Be a God-called person viewing their primary role as a minister of the gospel who consistently represents the love and light of Jesus Christ to everyone they encounter.
B. Exhibit care, concern, and administrative leadership for all ministries and programs of FBC Montgomery.
C. Coordinate actions with other ministers and office staff as appropriate and as a cooperative and encouraging teammate.
D. Love the Lord, love His people, and work accordingly!

**II. Primary Responsibilities:**

A. Manage and lead the daily operations of ministries and programs of the church, working with the Senior Pastor and staff to implement strategy, vision, and implementation of goals for the church body to remain strong, steady, and Christ-honoring in all things.
B. Help evaluate all ministries, initiatives, and programs the church offers. Find ways to give constructive feedback and practical steps to improve the effectiveness of existing ministries or begin new ones as needed.
C. Lead in the development, training, and success of our ministerial and ministerial support staff. Supervise the day-to-day operations of the staff. Provide support as well as orderly and timely evaluations.
D. Protect our church and members through implementing best practices for safety and security. Review MinistrySafe, Personnel Handbook, Child Protection Policies, Staff Training Opportunities, and other best practices regularly.
E. Work with church staff, lay leaders, and volunteers to promote excellence in every area of our church programs and operations.
F. Be a liaison and leadership voice to related ministries including FBC Community Ministries and FBC Foundation on behalf of the church and the Senior Pastor.
G. Expand our summer internship program to include year-round interns to train and equip next generation leaders in multiple areas of our ministries.
H. Listen and help to find solutions to staff and church member needs.
I. Lead in developing, implementing, and ongoing updates to a site plan for our buildings and properties.
J. Lead in the implementation of the initiatives from the FBC Long-Range Plan.
K. Be trained, knowledgeable, and provide leadership support on all church functions including building, contracts, utilities, policies, systems, financial, and other operations.
L. Work with the Church Administrator to help facilitate ministry plans, budget goals, stewardship, safety, policies and procedures, and organization.
M. Work alongside staff to grow commitment and volunteer opportunities across the life of our church.
N. Assist in pastoral duties as needed or appropriate (hospital visitation, ministry visits, pastoral care, teaching).

**III. Other Responsibilities:**

A. Model servant leadership and Christ-honoring churchmanship.
B. Attend the meetings of various church committees, related ministries, and deacons.
C. Strive to maintain a close personal walk with the Lord in every aspect of life.
D. Perform other duties as requested by the Senior Pastor.