



Mission Statement: Calling the Christian-ish to Become Passionate Servants of Jesus Christ

At St. Andrew, we are a community of people seeking to live more like Jesus every day and to learn in deeper ways what it means to follow his teachings, live in community, and serve the world.

Summary

The Executive Director of Ministry serves as the chief ministry strategist and vision integrator under the direction of the Senior Pastor. This role ensures that the Senior Pastor's vision becomes executable, measurable, and sustainable across every ministry of the church.

As the primary leader overseeing pastors and the Communications/Marketing team, the Executive Pastor champions alignment, accountability, and excellence across the organization. In partnership with the COO, this role translates vision into action, ensuring all ministries operate cohesively, strategically, and in full alignment with the mission, theological foundation, and long-term direction of the church.

The Executive Director of Ministry protects the unity of the pastoral team, drives strategic clarity, and cultivates a culture of high performance, collaboration, and spiritual maturity.

Essential Functions

Vision Integration & Strategic Leadership

- Serve as the Senior Pastor's chief ministry strategist, translating vision into executable 12–24 month strategic priorities.
- Ensure every ministry, initiative, and budget allocation aligns directly with the Senior Pastor's vision and the church's mission.
- Lead long-range planning, establishing clear metrics, milestones, and accountability systems.
- Provide clarity on priorities, sequencing, and execution for pastors and ministry leaders.
- Exercise discernment and leadership courage by redirecting or declining initiatives that do not align with mission or strategic focus.
- Partner closely with the COO to align financial stewardship, operational capacity, and ministry strategy.
- Oversee the Director of Strategy to ensure enterprise-wide cohesion and execution excellence.
- Champion a culture of excellence—where quality, intentionality, and spiritual depth define every ministry expression.

Pastoral Team Oversight & Organizational Alignment

- Provide direct leadership and coaching to pastors, holding them accountable to agreed-upon goals, cultural values, and performance standards.
- Foster deep pastoral unity rooted in shared purpose, trust, and theological integrity.
- Lead regular strategic alignment sessions with ministry leaders to ensure integrated ministry planning.
- Establish clear ministry prioritization frameworks to steward resources wisely.
- Strengthen cross-ministry collaboration to eliminate silos and maximize impact.

- Serve as the primary liaison to key lay leadership committees, ensuring alignment with governance and strategic clarity.
- Protect the staff team's culture by modeling spiritual maturity, professionalism, and relational health.

Ministry Excellence & Execution

- Oversee ministry planning cycles, ensuring excellence in execution and measurable impact.
- In coordination with the COO, develop systems that support sustainable growth, scalability, and leadership development.
- In alignment with the COO and operations roles, drive clarity in ministry and strategy roles, expectations, and outcomes for all leaders.
- Ensure operational and pastoral decisions reflect theological conviction and strategic wisdom.
- While partnering with the COO, strengthen leadership pipelines by identifying, mentoring, and developing high-capacity leaders.

Core Competencies

- Enterprise-level strategic thinking with strong execution discipline
- Proven ability to lead and align high-capacity ministry leaders
- Organizational clarity and systems architecture expertise
- Courageous decision-maker with high emotional intelligence
- Skilled in conflict navigation and cultural leadership
- Strong financial and operational partnership acumen
- Exceptional communicator with influence across diverse stakeholders
- Spiritually mature, humble, and mission-driven
- Strong alignment with support of the Senior Pastor's vision

Supervisory Responsibility

Provides direct oversight of multiple pastors and the Director of Strategy, ensuring:

- Strategic alignment with the Senior Pastor
- Ministry excellence and measurable outcomes
- Unified pastoral culture
- Accountable leadership performance
- Faithful stewardship of resources

Physical Demands

This is mostly a sedentary position with some filing. Events will require more walking and lifting than the typical office requirements.

Position Type and Expected Hours of Work

This is a ministerial exempt full-time position at 36.5 hours per week. Weekly expectations include consistent presence in staff meetings and on campus, Sunday through Thursday.

Travel

Some travel is expected for conferences and meetings.

Required Education and Experience

- Bachelor's degree Business Administration, Organizational Leadership, Finance, or Management
- Minimum of 5-7 years of leadership experience in ministry or a related field.
- Strong leadership, organizational and team-building skills

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

If interested in applying for this position,
submit your resume and statement of faith to
resume@standrewmethodist.org