

Arbor Church

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Primary Contact Title Lead Pastor

Primary Contact Address 120 East Main Street Spring
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Please describe the position to be filled. Executive Pastor

Please describe how you want potential applicants to respond to you. Cover letter and resume to
Kaye@arborchurch.org

When do you intend to close this posting and no longer receive applications? Saturday, October 1, 2022

The Arbor Church Executive PASTOR

About Our Church

At The Arbor Church we are becoming rooted together in Jesus and bringing abundant life in our community as we embody a culture that is Spirit moved, truth inspired, kingdom minded, joy filled and where everyone is valued. We are a historic church in Spring Arbor, Michigan of approximately 500-600 people. We are experiencing revitalization through deeper and stronger relationship with Jesus, one another, and our community. We seek to help all people experience transformation by the power of the Holy Spirit and flourishing in community. Our growth path for discipleship has four components: meeting with God and his people, growth with groups, serving with a team, and going with hope. Finally, our vision for the next 3-5 years focuses on developing obedient disciples, deploying the body for ministry, and devoting resources to bless children in our community.

About the Executive Role

The Executive Pastor furthers these goals by developing and overseeing effective teams, strategy, and systems with an eye for detail that enables The Arbor Church to accomplish its strategic vision. This includes overseeing some of the staff team, specifically in finance, operations and facilities, and developing new leaders alongside the Lead Pastor. The Executive Pastor serves as a member of the Leadership Team, potentially the preaching team,

and as a non-voting member of the Board of Ministry.

Qualifying Gifts, Skills, and Knowledge

First and foremost, the Executive Pastor should be continually growing in love for Jesus Christ and people, and should also be willing to invest in the mission of the church. In addition to seeking the leadership of the Spirit, this person should be self-motivated, willing to take on challenges to advance the mission, and able to take both upfront and behind the scenes roles. Finally, the ideal candidate will enjoy collaborative work with the team and Lead Pastor.

Responsibilities

I. Infrastructure

- Assess and oversee financial systems
- Oversee Facility Director re. maintenance, improvement, and expansion
- Ensure integrity with legal and denominational requirements
- Facilitate daily operations and logistical support for ministry

II. Oversee the Annual Budget Process

- Lead the staff and board in the overall budget process to accomplish goals
- Oversee bookkeeper to monitor the budget income and expenditures throughout the Year

III. Local and Global Missions

- Leadership team liaison for global missions
- Support and supervise ministries to the community
- Engage and develop initiatives for community partnership

IV. Human Resources

- Pursue staff team health and best practices
- Oversee employee benefits, records and logistics for staff transition

General Expectations

Include the following:

- Be a supportive, joyful and engaged staff team member
- Support the church's mission in prayer, tithe, and participation in the growth path
- As a spiritual leader in the church, take responsibility for your own personal spiritual growth through the practice of appropriate spiritual disciplines
- In the following order of priority, tend to the spiritual health of your heart before God, the health and strength of your family and friendships, and the clarity and effectiveness of your vocational commitment in ministry
- Be in agreement with the beliefs and values of the Free Methodist Church (see fmcusa.org)

Education/Experience

- A college degree, and at least 5 years experience in ministry leadership with the ability to be administrative, relational and strategic.

Employment

Salaried, full time with benefits.

If you would like to be considered for this position:

Please send a letter of interest with your resume and any available personality assessment tools, such as DISC, APEST, Enneagram, Myers-Briggs, or Strength Finders, to kaye@arborchurch.org.