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Position Title: Executive Pastor
Classification: Full-Time
Reports to: Senior Pastor

Position Summary

The Executive Pastor serves as the primary pastoral and ministry leader supporting the Senior Pastor and helping advance the spiritual vision, discipleship strategy, and ministry priorities of First Baptist Church of Lincoln Gardens (FBCLG).

This role provides executive-level leadership for the church's ministerial staff, pastoral care functions, discipleship development, worship alignment, ministry leadership, and congregational engagement. The Executive Pastor ensures that the Senior Pastor's vision is effectively communicated, implemented, and sustained throughout the church's ministries and spiritual life.

The Executive Pastor works in partnership with the Executive Director to ensure alignment between ministry vision and organizational execution. While both positions operate at the same leadership level, the Executive Pastor primarily oversees clergy, ministry leadership, spiritual development, and pastoral functions, while the Executive Director primarily oversees operations, administration, staffing operations, facilities, finance, and organizational systems.

The Executive Pastor serves as the designated pastoral leader in the Senior Pastor's absence and provides leadership continuity, spiritual oversight, and ministry stability consistent with the mission and values of FBCLG.

Mission Alignment

FBCLG is a multi-generational church committed to spiritual transformation, discipleship, innovation, outreach, and Biblical teaching. The Executive Pastor must demonstrate a strong commitment to advancing the church's mission, vision, and culture while fostering spiritual growth and healthy ministry development across the congregation.

Leadership Responsibilities

Strategic Ministry Leadership

- Assist the Senior Pastor in implementing the church's spiritual vision and ministry strategy.
- Ensure ministry initiatives remain aligned with FBCLG's mission, values, and leadership priorities.
- Lead ministry planning initiatives that support discipleship, evangelism, congregational growth, and spiritual formation.
- Monitor ministry effectiveness and provide recommendations for ministry improvement and growth.
- Support long-range ministry planning and ministry development strategies.
- Facilitate ministry collaboration and alignment across departments and ministry teams.
- Assist with ministry evaluation, ministry mapping, and ministry performance tracking.

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Senior Pastor Support & Leadership Coordination

- Support the implementation and communication of the Senior Pastor's vision and directives.
- Coordinate communication and collaboration among ministerial staff and ministry leaders.
- Assist in prioritizing ministry initiatives and leadership efforts.
- Help protect the Senior Pastor's time by managing, filtering, and delegating ministry matters appropriately.
- Ensure important ministry concerns are elevated to the Senior Pastor when necessary.
- Prepare for and facilitate ministry leadership meetings as assigned.
- Serve as a confidential advisor and trusted counsel to the Senior Pastor regarding ministry matters and congregational needs.
- Maintain leadership continuity and ministry stability during periods when the Senior Pastor is traveling, on leave, or unavailable.
- Supervise ministerial staff, servant leaders, and ministry coordinators assigned to ministry functions.
- Mentor ministry leaders in spiritual growth, leadership development, and ministry effectiveness.
- Assist in identifying and cultivating emerging ministry leaders within the congregation.
- Reinforce healthy ministry culture, teamwork, and collaboration among ministry leaders.

Worship & Discipleship Development

- Collaborate with the Senior Pastor and worship leadership to ensure meaningful worship experiences.
- Support the development and execution of discipleship pathways and spiritual formation initiatives.
- Oversee ministry areas related to:
 - Bible studies
 - Small groups
 - Leadership development
 - New member orientation
 - Discipleship programs
 - Spiritual growth initiatives
- Encourage spiritual maturity through teaching, mentoring, and ministry engagement.
- Ensure discipleship opportunities exist for all ages, demographics, and life stages within the church.
- Support ministry development initiatives that strengthen congregational involvement and service.

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Pastoral Care & Congregational Shepherding

- Oversee pastoral care systems including:
 - Hospital visitation
 - Bereavement support
 - Counseling referrals
 - Crisis response
 - Member care coordination
- Coordinate and support weddings, funerals, baptisms, baby dedications, and special worship services.
- Provide premarital counseling and pastoral guidance as assigned.
- Ensure members receive spiritual care, support, and connection.
- Train and equip deacons, ministry leaders, and volunteers to assist in pastoral care efforts.
- Serve as a visible and approachable pastoral presence within the church community.
- Preach and teach as assigned by the Senior Pastor.

Congregational Life & Community Engagement

- Support ministries that foster fellowship, engagement, and congregational connection.
- Assist in coordinating church-wide ministry events, conferences, retreats, and special services.
- Encourage intergenerational and multicultural ministry engagement.
- Ensure systems exist to welcome, connect, and integrate new disciples and members.
- Represent FBCLG at community events, ministry partnerships, and denominational functions.
- Support evangelism, outreach, and community service initiatives.

Leadership Continuity & Acting Senior Pastor Responsibilities

- Lead worship services, preach, teach, and provide pastoral guidance when required.
- Preside over ministerial leadership meetings when delegated.
- Ensure continuity of ministry leadership and spiritual oversight during transitional or emergency situations.
- Maintain alignment with the Senior Pastor's established vision, teaching, and leadership direction.
- Represent the church in pastoral and community capacities as necessary.

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Partnership with the Executive Director

The Executive Pastor and Executive Director operate as collaborative executive leaders within the church's leadership structure, working closely together to ensure ministry initiatives and operational execution remain aligned and effective.

Executive Pastor Primary Areas

- Ministerial leadership
- Discipleship development
- Worship alignment
- Pastoral care
- Spiritual leadership
- Ministry coordination
- Congregational engagement

Executive Director Primary Areas

- Church operations
- Administration
- Facilities
- Human resources
- Finance and budgeting operations
- Technology and systems
- Operational staffing and organizational management

Education & Experience

- Bachelor's degree required.
- Master of Divinity (M.Div.) or equivalent theological training strongly preferred.
- Ordination or eligibility for ordination within the Baptist tradition or similar denomination preferred.
- Minimum 7–10 years of pastoral leadership experience, preferably within a large or multi-ministry church environment.
- Demonstrated experience leading ministry teams and developing leaders.
- Strong preaching, teaching, and pastoral care experience.

Knowledge, Skills & Abilities

- Strong Biblical and theological foundation.
- Excellent preaching, teaching, and communication skills.
- Strong leadership, mentoring, and team development abilities.
- High emotional intelligence with pastoral sensitivity and spiritual maturity.
- Strong organizational, strategic planning, and ministry coordination skills.
- Skilled in conflict resolution, leadership coaching, and pastoral counseling.
- Ability to maintain confidentiality and exercise sound judgment.

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- Ability to collaborate effectively with clergy, staff, volunteers, and church leadership.
- Ability to thrive in a dynamic ministry environment while balancing strategic leadership and hands-on ministry engagement.

Working Conditions

- Flexible schedule includes evenings, weekends, holidays, conferences, revivals, funerals, and special church events.
- Regular participation in worship services, ministry meetings, and leadership gatherings.
- Availability for pastoral emergencies, crisis response, and congregational care needs.
- Commitment to maintaining personal spiritual disciplines, leadership development, and professional growth.

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