

Position: Executive Pastor of Operations

Reports to: Lead Pastor

Classification: Full-Time, Pastoral Staff, Elder

Start Date: TBD

The Role

Our church is five years old and has grown from 200 to over 1,200 in weekly attendance. As a strategic, organizational, and operational leader, the Executive Pastor of Operations ensures that the church's systems, structures, finances, and staff culture are healthy and aligned with the mission. This role provides executive oversight of operations, staff development, organizational strategy, financial stewardship, and campus logistics—including portable church systems and weekend setup/teardown.

Working closely with the Lead Pastor and elders, the Executive Pastor of Operations drives execution of long-term strategy, expansion initiatives, and organizational health that supports sustained growth.

The Right Fit

As a staff member, our desire is that your life would reflect the following family traits: *Christ-Centered, Community Driven, Outwardly Focused, Joyfully Generous, Prayerfully Dependent*. Furthermore, we are looking for the right person who can carry our staff culture which includes the following: *Do whatever it takes. Reject good for great. Never stop learning. Honor up, down and all around. Make it fun- laugh loud, hard, often. Be present wherever you are.*

Core Responsibilities

Staff Leadership & Culture

- Build and sustain a healthy staff culture marked by unity, trust, joy, and accountability.
- Lead, mentor, and develop staff in operational and administrative departments.
- Facilitate staff rhythms, communication systems, and leadership development pathways.

Financial Stewardship & Administration

- Oversee budgeting processes, financial reporting, and resource stewardship.
- Work with elders and Director of Operations to ensure integrity, accountability, and wise spending.
- Align finances with long-term vision and operational realities.

Operational Leadership & Systems

- Oversee churchwide systems, policies, and organizational infrastructure.
- Lead all aspects of portable church operations, including setup/teardown, volunteer systems, logistics, safety, and weekend execution.
- Ensure efficient, scalable systems that support growth and ministry alignment.

Strategic Planning & Expansion

- Lead operational execution of multi-phase expansion initiatives (facilities, additional campuses, staffing expansion, etc.).
- Translate vision into actionable, measurable plans.
- Identify organizational gaps and implement solutions proactively.

Leadership Development

- Provide vision, strategy, and execution for leadership development across the entire church, cultivating healthy, spiritually mature, and mission-aligned leaders at every level.
- Design and oversee clear leadership pipelines for staff, elders, ministry leaders, team leaders, and high-capacity volunteers.
- Develop and implement training pathways, cohorts, coaching rhythms, and assessment tools that form leaders spiritually, relationally, and organizationally.

Organizational Health & Compliance

- Ensure compliance with all legal, ethical, financial, and safety standards.
- Strengthen internal communication and clarify decision-making pathways.

What Success in this Role Looks Like:

- Staff thrives within a healthy, high-trust, mission-driven culture.
- Systems and structures effectively support a church of 1400+ and continued growth.
- Portable church operations run with excellence, predictability, and sustainability.
- Budgets faithfully reflect the church's strategic priorities and financial health.
- Expansion initiatives move forward on time and with clarity.
- The Lead Pastor and Executive Team can focus on vision and ministry execution with confidence in the operational foundation.

Qualifications

- A growing, vibrant relationship with Jesus Christ marked by humility, integrity, and servant leadership.
- Alignment with the theology, mission, and values of our church.
- Strong organizational, leadership, and relational skills.
- Minimum 5 years of ministry leadership experience.
- Flexible and innovative, able to adapt to a rapidly growing church environment.
- Proven experience leading operations, staff, and systems in a multi-staff church or comparable organization.
- Skilled in financial management, organizational systems, and HR oversight.
- Gifted at building teams and cultivating culture.
- Biblically qualified as an elder (1 Tim. 3:1–7; Titus 1:6–9).
- Master of Divinity or equivalent theological training preferred.

*If you are interested in applying for this position, please send your resume to staffing@bridgefellowship.net