OPPORTUNITY PROFILE
for the position of
Executive Pastor

Solid Rock Church

www.ajesuschurch.org
Portland, Oregon

February 2013

“...The man who lives in a small community, lives in a much larger world...” G.K. Chesterton
“The man who lives in a small community lives in a much larger world. He knows much more of the fierce variety and uncompromising divergences of men...In a large community, we can choose our companions. In a small community, our companions are chosen for us. Thus in all extensive and highly civilized society groups come into existence founded upon sympathy, and shut out the real world more sharply than the gates of a monastery. There is nothing really narrow about the clan; the thing which is really narrow is the clique.”

— G.K. Chesterton, Heretics

OVERVIEW

Solid Rock (SR) is a community of Jesus followers in the City of Portland who love Jesus, love one another, and love their city. They gather on the weekends at three locations – Downtown, Westside and Sunset. During the week, the people scatter in missional communities to grow as disciples of Jesus, do life together, and live missionally with groups of people in the city to love, serve, and share the Gospel with them.

By God’s grace, in the last eight years, Solid Rock has grown rapidly as a community. On average, 7000+ followers of Jesus gather each weekend across three locations for teaching and corporate worship. However, intra-office administration and operations have not scaled effectively in conjunction with congregational growth. The Executive Pastor is a senior leadership role, vested with authority to lead significant change initiatives improving organization, efficiency, and systemization within Solid Rock’s various processes and operations, so that it more effectively stewards God’s resources in realizing His Kingdom in the city.

ABOUT SOLID ROCK

History
To be provided by Todd

Present Situation
Solid Rock has experienced unprecedented growth. The leadership baton has been passed from the founding pastor, Phil Comer, to his son, John Mark Comer. While Phil will remain an integral part of the Solid Rock organization (on the Elder board?), John Mark will be the main visionary and teacher. The Elder Board (of which John Mark is a member) has determined that an Executive Pastor is needed to execute the vision, lead the staff, and ensure the professional day to day operation of this complicated organization, allowing John Mark to focus on his areas of strengths.
A Missional Bent

Living Missionally

Living missionally means being both gospel and community centered and may include:

- Seeing church/communities as an identification with others rather than a responsibility to be juggled alongside other commitments
- Celebrating ordinary life as the context in which the Word of God is proclaimed with “God-talk” as a normal feature of everyday conversation
- Running fewer evangelistic events, youth clubs, social projects, and spending more time sharing lives with unbelievers
- Starting new congregations/communities instead of growing existing ones
- Preparing Bible talks with other people instead of primarily studying alone at a desk
- Adopting a 24-7 approach to mission and pastoral care (from within the missional group) instead of starting ministry programs
- Switching the emphasis from Bible teaching to Bible learning and action, side by side.
- Spending time with people on the margins of society
- Learning to disciple one another—and be discipled daily
- Having churches that are messy instead of churches that pretend

Adapted from Total Church; A Radical Reshaping around Gospel and Community. 2008

SR is all about “gathering” and “scattering.” Gathering is the first, but not the main step. SR gathers weekly at one of the locations for corporate worship and teaching. Scattering, or Missional Communities, is the main thrust of SR involvement and aims to bring the Kingdom of God to the city by loving, serving and sharing the Gospel with people. Within these communities, Solid Rock also strives to love, care for and serve one another as Jesus followers. This is the primary way to connect with the Solid Rock community and to follow the Way of Jesus in a practical manner in order to best serve the city.

In a typical Church/Home Group/Life Group/Bible Study model, congregants are linked arm-in-arm in a circle, studying and living side by side to further their spiritual growth. Solid Rock would take that model, but unlink one side of the circle, offering a picture of side by side living YET being intentional about living with others, including embracing those outside the SR family and, in particular, those outside the faith—“evangelism” not by evangelizing, but by modeling life with Jesus. Being intentional about linking arms to live life together.
Currently there are ___ missional communities meeting all over Portland and beyond. Please see:  http://www.ajesuschurch.org/missional-communities/

Locations

SR has seven weekly gatherings spread among three distinct locations. The main campus, Westside, is home to a ___sq. ft. meeting center and ___sq. ft. Administration Center. The design could be described as a cross between mid-century Eichler style homes and industrial warmth. Beautiful lines, colors, stained concrete, excellent acoustics and natural lighting, a massive atrium where gallons of coffee (and it is okay to bring your coffee into the meeting/service/gathering) are served each week. Westside seats ___

Sunset is the newest campus, located about ___ minutes from Westside. This space is shared with another church, and has a lounge feel—hanging lamps, beautiful yet simple wall coverings, and excellent acoustics. Sunset seats ___

Downtown meets at the oldest Baptist Church in Portland (actually older than the statehood of Portland—Todd please confirm). The mixture of dark wood and plush carpets combined with the very boisterous energy makes this an ideal gathering spot primarily for young adults and young families. Downtown seats ___

Todd—has any decision been made regarding each location operating as a separate entity?

SOLID ROCK’S DNA

1) Jesus = focus on Jesus as the Messiah of Israel and the world, but also as the “image of the invisible God.”

2) Spirit = empowered by and open to the Spirit in our day to day lives, weekly gatherings, and communities.

3) Word = emphasis on in depth exegetical teaching of the scriptures, rooted in history, and steeped in theology.

4) Prayer = dependence on God through constant, unbending, open prayer.

5) City shaping = A church for the city. To missionally engage the needs and opportunities of the Greater Portland Area.

6) Church planting = multiplying Missional Communities and churches in Portland and around the world.
7) **Generous justice** = Sacrificial, self-giving of our time, money, and lives to those in need inside and outside of the church, locally and globally, to work for shalom in the world.

8) **Team** = a collaborative model of leadership that recognizes the diversity of gifts in every local church.

9) **Raising up** = equipping and empowering the next generation of leaders.

10) **Kingdom collaboration** = commitment to work with other churches and ministries in our cities for the kingdom.

**JOHN MARK COMER, LEAD PASTOR**

*Provided by SR 12.7.12: “John Mark Comer serves as the lead pastor of Solid Rock Church in Portland, Oregon. Oregon is known as the least churched state in the USA. Prior to the start of Solid Rock in 2003, John Mark was the college pastor at a Calvary Chapel mega church and played in a band signed to BEC recordings. John Mark is married to Tammy and they have two boys, Jude and Moses, and one newly adopted girl from Uganda, named Sunday. John Mark recently wrote his first book titled, My Name is Hope. ([www.mymameishope.org](http://www.mymameishope.org)) John Mark Comer has a huge heart for the city of Portland, OR. A city voted as the "most depressed in America" by a recent nationwide study. Portland needs Jesus. John Mark Comer received his Bachelor’s degree in Biblical Studies from Calvary Chapel and is close to receiving his MA from Western Seminary.*

**TODD NEWELL, Interim Executive Pastor?** I think having Todd’s bio would be helpful—A potential candidate would like to know there is someone additional to John Mark who understands the SR culture??

**POSITION**

**Overview**

The role of Executive Pastor serves as a right hand to the Senior Pastor in ensuring that the church runs smoothly and is able to support the established vision, mission and objectives. The Executive Pastor ensures that the mission and ministry of the church moves forward uninhibited (as much as possible) by administrative and operational issues.

Under the leadership of the Senior Pastor, there is a highly charged atmosphere of boldness and excitement in exploring new directions and possibilities. The Executive Pastor is vital to
providing an environment where this exploration and possible implementation of new initiatives is possible.

The Executive Pastor reports directly to the Senior Pastor with a dotted-line reporting to the Elder Board.

Major Duties and Responsibilities

1. The Executive Pastor will plan, manage and direct the day to day administration and operations of Solid Rock to provide a supportive environment for carrying out the mission and ministries of the church.

2. Direct reports include Associate Pastors, Director of Worship & Arts, Director of Communications, Information Services, Operations, Finance, Support and Facilities & Grounds, and the Office/Human Resources Manager…others? All other staff report indirectly to the Executive Pastor.

3. Partner with the Senior Pastor in helping to realize the vision generated in the Spirit, through the team of pastors and elders, through developing new processes, implementing new systems, modifying the existing organizational layout, setting direction, strategies, objectives and goals, contributing managerial, operational and administrative wisdom and expertise, and guidance pertaining to feasibility and necessary actions or steps.

4. Oversee all operational and administrative functions of the church with responsibility for ongoing improvement, effectiveness, efficiency and excellence. This will include development and recommendation of internal administrative, human resources and operational policy and procedure to guide ongoing staff team activities and day-to-day ministry operations.

5. Collaborate with pastors and staff members to recommend and ensure the availability of appropriate resources (including personnel, equipment, facilities and supplies) to support the needs of ongoing ministry leadership and ministry program efforts.

6. Oversee implementation of Executive Staff decisions and strategies.

7. Communicate, interpret and reinforce established vision, strategies and goals to the staff and various groups or individuals in the church.

8. Oversee implementation of board policies and decisions and ensure appropriate communication to members of the staff and congregation.

9. Act as primary liaison between the congregation and professional staff.
10. In supervision of the HR Director, oversee human resources functions (such as hiring, terminations, benefits, etc.)

11. Provide supervision of the Controller/Director of Finance overseeing all financial management and reporting functions of the church, including budgeting.

12. Review and approve all contractual agreements; empowered by the Elder Board as the principal agent for negotiating and signing contracts on behalf of the church.

13. Provide staff leadership for all capital campaigns by recruiting team members and overseeing related activities.

14. Provide general oversight to the management and maintenance of church facilities; acts as internal project manager for major building or renovation projects.

15. Nurture favorable relationships with neighboring HOAs, schools and others within the surrounding area as needed to promote positive community relations.

16. Assist the Senior Pastor with other special projects as requested.

PERSONAL CHARACTERISTICS & PROFESSIONAL QUALIFICATIONS

The greatest requirement for a person in the role of Executive Director is a life of following Jesus that demonstrates elder qualifications as described in I Timothy 3 and Titus 2.

The person must demonstrate commitment to ongoing spiritual development and maturity, and must be someone of impeccable personal integrity and moral purity.

Theologically, he or she must be an Evangelical with deep appreciation for the authority of Scripture and an unswerving commitment to a biblically-based lifestyle. Overall beliefs must be consistent with Solid Rock’s Statement of Beliefs (see addendum).

Professionally, a qualified candidate could be experienced as a manager of a medium to large organization, with a successful record of accomplishment. Candidates for this position will possibly come from business, a nonprofit organization, or an Executive/Pastor/Director (or equivalent) role within another church. As a general rule, someone coming from a business setting will have performed in at least a middle management role within a $25 million or larger company, or a senior management role in a company smaller than this. If someone comes from a business background, they must have the deep understanding of church life that comes from active involvement and significant lay leadership roles. Ideally, the person could have been a long-term Elder or Trustee, or otherwise highly responsible role within a local church.
From a nonprofit setting, the person will have worked in one of the larger, more progressive organizations. From a church setting, the congregation size will have been over 2000. Management experience must involve effectively overseeing a staff of 25 or more (both direct and indirect supervision), including professional or supervisory employees. If a candidate comes from a church setting he/she may ideally also have business background experience. (Exceptions to the foregoing will certainly be considered in light of other compelling qualifications.)

This is a role for someone especially gifted in leadership, administration and organization, yet who is a servant leader in the truest sense, strongly committed to the empowerment of others; someone who encourages and inspires others. The person must be an effective and capable manager of people, operations and resources, able to plan for both long- and short-range needs and goals. The candidate must be highly versatile and flexible both in relating to staff and meeting the wide range of needs within a diverse congregation. A high degree of resourcefulness is required in understanding and managing the administrative and operational support requirements of diverse existing ministries as well as new programs and initiatives.

A key expectation is that this person enjoys the supportive role of a #2 position. The Executive Pastor position is for a leader who does not desire the limelight, but rather one who seeks to carry the vision into reality as a dedicated supporter of and complement to the Senior Pastor and his gifting.

This role requires exceptional interpersonal relationship skills. The person must be an executive who deeply values people and relates well to those at all levels. He/she will value a participative, team-oriented culture and will strive to support this. At the same time, the person will work to foster accountability for the accomplishment of objectives. This should be someone who can be demanding, yet openly encouraging.

The Executive Pastor must be an effective and winsome communicator, both in speaking and writing. This person must be able to convey contagious enthusiasm for the overall vision of the church. A key part of the person’s communication ability will be effective listening. People will feel like they have been heard and that their concerns and opinions matter. Feedback and responses will be relevant and constructive.

The skill set must include a strong understanding of the principles of organizational development and design (knowing how the organization should be structured and how internal systems work most effectively) and how this applies to the ministry environment. The Executive Pastor will be highly knowledgeable of the application of systems, methods and procedures to promote the overall goals of an organization. The person will have proven their ability to organize a major area of responsibility in terms of systems and people, and to formulate policies that promote effectiveness in meeting organizational objectives.
It is imperative that the Executive Pastor have a clear grasp of the bigger picture in order to guide the day-to-day activities that result in the overall advancement of the church’s mission. They must see systems and procedures as means rather than as ends, and be able to customize operations around the needs of the people and the organizational culture. This role requires an analytical and strategic thinker whose decisions are based on discernment and wisdom.

Most likely, the person qualified for this role will have a four-year college degree, however, this is not mandatory if the requisite knowledge, skills and abilities are demonstrated through seasoned experience. An MBA and/or advanced seminary degree would be a plus.

The ideal candidate will see the work of managing church operations as an act of ministry and apply a profoundly spiritual understanding to his/her work.

**Additional characteristics include:**

- Passionate about the church’s commitment to make Portland the greatest city for Christ; has an appreciation for urban ministry and a willingness to forward the decentralized missional-community vision.
- Passionate about the missional community paradigm; likely has a thorough understanding and is well read in this area; ideally, has had personal connection to a missional environment…a willingness to live out and model to staff and congregants a missional lifestyle.
- Savvy business thinking and acumen within the context of spiritual objectives
- Self-aware and authentic
- Loyal and trustworthy
- Sense of humor
- Politically astute, but not politically driven
- Able to delegate without micromanaging, but with good follow-up
- Able to be visionary and to cast “vision within a vision”
- Entrepreneurial and creative, willing to take calculated risks; however, able to be the respectful “voice of reason” in exploring new options
- Strong time management, skilled in efficient use of time
- Godly humility which includes healthy self-confidence
- Able to make sound decisions relatively quickly and to think on their feet
- Able to quickly inspire a sense of trust
- Has a strong family life (if the person has a family, otherwise will have a close group of friends and evidence committed relationships)
- Loves their work, but able to set healthy boundaries
- Excellent group facilitator
- Has patience and appreciation for process yet is committed to results
- Puts people first and programs second
ARDENT
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Consultants for Leadership Selection

• Displays the Fruit of the Spirit
• Shares authority easily
• Genuinely warm and caring, and is sensitive to others; attracts people
• The person must be a lover of people, with an inviting, caring, shepherding, and approachable demeanor and spirit.
• A passion for leadership development, mentoring, and shepherding of those entrusted to one’s care.
• The ability to function as a strategic thinker and leader: To help develop the vision for the church as a member of the leadership team, to drive that vision towards a well-articulated set of objectives and desired end results and to communicate those objectives clearly and to lead teams of people towards realizing them.
• Will have demonstrated the ability to introduce change, garner buy-in, and follow through on change implementation.

COMPENSATION and BENEFITS

• Competitive salary.
• Medical and dental Insurance.
• Retirement plan with up to 3% salary matching.
• Vacation: three weeks per year.

ABOUT PORTLAND

Portland is consistently voted as one the best cities in the U.S. to live in. The Rose City is growing with great new restaurants, and an emerging arts and culture scene. The Pacific Northwest is a beautiful place to live, with amazing recreational opportunities nearby. Skiing in the mountains, rock climbing, hiking and relaxing on the beach are all within 70 miles.

STATEMENT OF FAITH