

JOB POSTING –

Rockharbor Church Mission Viejo

RHMV Executive Pastor

About Rockharbor

Rockharbor is a non-denominational, multi-campus church with campuses in Costa Mesa and Mission Viejo, CA. Our mission is to, “Build communities to reach every community.” Through our 20+ years as a church, we have always strived to be a church where people are encouraged to follow Jesus, become like Jesus and do what Jesus does. Because of this, we focus strongly on evangelism, biblical community, equipping others, pursuing justice and multiplication.

About the position

This position is a regular 40 hour salary exempt staff position that offices Tues and Wednesday out of our Costa Mesa Office. This position reports to Chad Halliburton. Staff members are expected to adhere to Rockharbor’s leadership guidelines [which can be provided upon request].

RH All-Staff requirements

- Goal of time spent daily reading the Bible and praying
- Attendance at weekly staff meetings
- Intentional time spent weekly in prayer for RH ministry
- Adherence to all leadership and employee guidelines as outlined in the employee Handbook
- RH endeavors to conduct developmental reviews on an annual basis

How to apply [please read carefully, incomplete applicants will not be considered]

If you are interested in the position, please do the following:

1. Review the job posting in detail, ensuring you meet the minimum qualifications.
2. Submit a COVER LETTER and RESUME to Corrine Smith at jobs@rockharbor.org
3. Once your application has been received, you may be contacted for a phone or in-person interview. Due to the high volume of applicants, please allow us time to review your resume before contacting us on the status of your application.
4. If your application is disqualified, you will be notified via email.

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The primary purpose of this position is to efficiently and harmoniously integrate the ministry departments of RHMV through management of the department heads, ensuring that all staff are well managed, equipped and developed, while managing the day to day issues of RHMV that arise while supporting and executing the vision of the Campus Pastor.

Management and Leader Development

- Filter and execute the Campus Pastor's visions for the campus through and with staff and their teams
- Lead, manage and align the focus and organizational clarity of each of the department heads (Families, Pastoral, Missions, and Group/Involvement) through regular communication, meetings, and accountability
- Plan, oversee and execute development of the RHMV staff
- Facilitate the RHMV weekly staff team meetings alongside the Campus Pastor
- Seek resolution through effective conflict management as campus issues arise
- Assess staff morale and address potential areas that may diminish morale
- Perform annual reviews of the department heads and ensure they are doing the same with their direct reports

Operations

- Develop, oversee and advise staff as they set and monitor the budgets and in and out accounts of the campus
- Be a part of key hiring decisions with the Campus Pastor, working alongside the HR Services Manager
- Meet with new hires and any interns or apprentices to acclimate them to the RH culture
- Oversee and lead an additional ministry chosen during the search process that is outside of the above responsibilities

Job Qualifications

- Intimate and growing personal relationship with Jesus Christ
- Minimum of 5 years of ministry experience required, but 10 + years ministry experience preferred
- 3-5 years' experience in oversight and management of staff ministry and/or department heads highly preferred
- Bachelor's Degree
- Must be willing to live in South Orange County
- Demonstrated ability to execute vision, through a large group or staff, and the ability to raise up leaders
- Developer and implementer with mastery in follow through and execution
- Leadership, Organization and Time Management skills
- Team Player
- Strong communications and discretionary skills
- Willing to support the theology, policies and leadership of Rockharbor