



Administrative Pastor Position Opportunity

DESCRIPTION

Our solid, Biblically-based church, located in Show Low, Arizona, is looking for a Christ-centered, team-building, experienced, well-organized and self-motivated leader to join our ministry team to develop leadership teams that effectively minister within our congregation and community. We are looking for a highly relational man who would enthusiastically raise up leadership teams in each ministry, by primarily building, supporting and administering the ministries while mentoring members to take on leadership roles in those ministries. For a detailed job description see below.

ORGANIZATION

White Mountain Bible Church is a Biblically-based church with a wide array of activities and ministries for all ages and stages of life. We have a congregation of 250 people with a very strong core of lay workers who enjoy worshiping together.

The church is governed by an elder board with a teaching pastor who is currently responsible for all day-to-day operations of the church as well as teaching and preaching. Other staff members include a full-time Director of Children's Ministry, full-time Administrative Assistant and a part time Director of Worship. Our core values prioritize Biblical Christianity over cultural Christianity, people over programs, authentic relationships and servant leadership using an individual's spiritual gifts.

COMMUNITY

White Mountain Bible Church is located in the heart of the White Mountains of northeastern Arizona. It is located approximately 200 miles east of Phoenix and 250 miles north of Tucson in the largest stand of Ponderosa Pine in the United States. At 6500' elevation, we enjoy all four seasons. The natural beauty of the area is dotted with mountain lakes and streams that provide many outdoor recreation activities and opportunities. We are bordered by the White Mountain Apache reservation and Apache-Sitgreaves National Forest which provide our community with fishing, camping, skiing, biking and an extensive multi-use trail system. Our unique location in Arizona lends to a diverse cultural history. Settled in the mid 1800's by Mormon pioneers, our rich history includes ranching, logging and the Native American culture.

Show Low and Pinetop-Lakeside have a combined population of approximately 15,000 year-round residents *within the city limits* with a population that swells in the summer months as people escape the heat of the desert communities. Our community, although small, has many amenities such as Safeway, Super Wal-Mart, Home Depot, Lowes, Walgreens, and CVS.

Summit Healthcare Regional Medical Center is a 101 bed acute-care hospital located in Show Low which offers a variety of fully staffed departments to provide quality health care. It serves Navajo and Apache counties with 24 hour Emergency Room care provided by full-time in-house emergency room physicians and is the only licensed ICU in Northeastern Arizona.

There are two school districts in the area, Blue Ridge and Show Low. There is also a private Christian school, Mountain Christian School, which is currently being housed at White Mountain Bible Church under a lease agreement. Our county-wide library system, with a beautiful new library in Show Low, provides many community based activities.

POSITION

Job Title: Administrative Pastor
Status: Full-Time

Compensation: \$65,000

Denomination: Independent Bible Church
Worship Style: Blended
Church Size: 250 Avg. Attendance

CONTACT INFORMATION

Interested applicants should complete the application that is available at wmbcsl.org and submit by July 1, 2021.

Administrative Pastor Search
White Mountain Bible Church
Attn: Admin
3171 Show Low Lake Rd.
Show Low AZ 85901

Or email your information to: admin@wmbcsl.org



Administrative Pastor Position Description

PURPOSE

To assist in the leadership and pastoral care of White Mountain Bible Church.

POSITION STATUS

Full-time.

SUPERVISORY RELATIONSHIP

Reports to Teaching Pastor & Elders of WMBC.

POSITION RESPONSIBILITIES

Leadership:

- Assist in implementing the mission of WMBC church wide
- Involve, equip and develop volunteer leaders
- Provide oversight, direction and support to various Ministry teams.
- Provide oversight, and organization for Small Groups.
- Provide oversight for Missions.

Pastoral Care:

- Care for the volunteer leaders.
- Coordinate pastoral care for those who are in need.
- Coordinate wedding and memorial services.
- Provide Biblical counsel to those in conflict or crisis.

Administration:

- Oversight of church operations, including office administration and facilities.
- Liaison between the Christian school and the Church.
- Coordinate and manage Sunday morning worship services alongside program team.
- Assist in planning and managing ministry budget.
- Assist in preparing monthly ministry reports.
- Manage ministry calendar.
- Manage ministry communication.

SKILLS AND ABILITIES

Needs to have good written and verbal communication skills. Needs to be able to cast vision and give clear direction. Needs to be able to involve and lead volunteers. Needs to be able to manage conflict assisting people to work toward peace and reconciliation.

PERSONAL QUALIFICATIONS

1 Timothy; 3:1-7; Titus 1:6-9.

Mature; approachable and accessible; works well with others; integrity of work habits and results; able to discern needs and respond appropriately; aspires to serve others; takes appropriate initiative; follows direction well; efficient; sense of humor; team player.

EDUCATION/EXPERIENCE

Seminary or Bible College degree preferred, ministry experience (at least three years).