



POSITION TITLE: Executive Pastor/Director of Ministries

INCUMBENT NAME: OPEN

SUPERVISOR'S TITLE: Senior Pastor

SUPERVISOR'S NAME: Jerry Deck

Approved by Session March 3, 2026

POSITION SUMMARY

The Director of Ministries will implement the strategic vision of the Session and Senior Pastor through leadership, development, and oversight of ministry staff and their programs.

The Director of Ministries will shepherd ministry staff toward spiritual growth, professional development, and inter-ministry coordination that supports the church's mission, values, and Presbyterian identity.

The Director of Ministries will partner closely with the Senior Pastor, staff, and lay leaders to foster discipleship, worship, and service across generations.

PRIMARY RESPONSIBILITIES

- Stay closely connected with the Senior Pastor, providing updates and seeking counsel on ministry direction and other matters impacting the staff and congregation
- Effectively communicate and reinforce the church's vision, policies, and goals to staff and lay leaders
- Watch over the spiritual and emotional health of direct reports and provide pastoral care as needed
- Foster development of leadership and administrative skills for all direct reports, including as-needed supervision, mentoring, and goal setting
- Provide periodic performance evaluations for direct reports for agreed-upon goals and objectives
- Collaborate closely with the Director of Operations to develop and implement internal policies governing administration, human resources, and operations
- Oversee human resource functions within assigned ministry areas, including hiring, transitions, and exit processes; all in partnership with the Session Personnel Team
- Provide oversight and accountability for ministry budgets within areas of responsibility, ensuring wise and faithful stewardship of financial resources entrusted to the church
- Monitor and support the spiritual development, recruitment, and training of lay leaders and volunteers engaged in church ministries
- Preaching as requested

MINISTRY AREA RESPONSIBILITIES

NextGen: Provide vision, leadership, and oversight for NextGen ministry leaders, ensuring a cohesive and intentional pathway of faith formation from birth through high school, including:

- Partnering with staff to establish short- and long-term discipleship strategies and goals for NextGen ministries
- Ensuring programming is age-appropriate, Christ-centered, and theologically grounded
- Providing oversight of ministry calendars, curriculum selection, retreats, mission experiences and special events

Worship Arts: In conjunction with the Senior Pastor, provide strategic oversight and support for the Director of Worship, who holds responsibility for the day-to-day leadership and execution of worship ministries, including:

- Collaborating with the Senior Pastor and Director of Worship to shape and communicate the vision, direction, and expectations for congregational worship, including Sunday morning worship, the worship environment, and liturgical art installations
- Ensuring worship ministries reflect the church's theological identity, liturgical values, and overall ministry vision
- Encouraging collaboration between worship ministries and NextGen discipleship efforts

Missions: Provide strategic leadership for Missions ministries through supervision of the Associate Pastor who oversees Missions staff and key leaders.

Pastoral Care: Provide comprehensive leadership, development, and oversight of Pastoral Care ministries including:

- Establishing vision, priorities, and strategic direction for Pastoral Care ministries in collaboration with the Senior Pastor and Associate Pastor
- Ensuring the effective leadership of visitation ministries, care teams, crisis response, and ongoing congregational care initiatives by overseeing and supporting the Associate Pastor, Deacons, and other volunteers
- Monitoring effectiveness and sustainability of Pastoral Care programs and implementing improvements as needed
- Partnering with pastoral staff to ensure the spiritual, emotional, and practical care needs of the congregation are consistently identified and met
- Provide strategic oversight of the church-affiliated preschool (Noah's Ark) by supervising the Associate Pastor, who provides leadership support and guidance to the preschool Director

FAITH AND CHARACTER EXPECTATIONS

- A fully committed disciple of Jesus Christ, actively growing in relationship with him
- Has a deep and abiding trust in Jesus Christ as the crucified and resurrected Lord and Savior
- Upholds the authority of Scripture and has an unswerving commitment to a Biblically based lifestyle
- Pursues a high level of personal godly character and Christian values
- Models servant leadership after the example of Jesus
- Holds beliefs consistent with the ZPC Statement of Beliefs

EDUCATION AND SKILLS REQUIRED

Education:

- Bachelor's degree required
- Seminary training or advanced degree preferred

Experience:

- 5 years of relevant leadership experience in ministry, business or organizational leadership environments required; 10+ years preferred
- Demonstrated experience supervising staff and developing leaders

Leadership & Organizational Skills:

- Strong leadership, administrative, and organizational development abilities
- Proven ability to empower, coach, and inspire teams
- Strong strategic thinking skills with ability to translate vision into implementation
- Demonstrated ability to manage multiple priorities and projects effectively

Relational & Communication Skills:

- High emotional intelligence with demonstrated ability to manage conflict, crisis, and complexity
- Strong written and verbal communication skills
- Strong interpersonal skills with the ability to relate effectively across diverse groups
- Skilled team builder and volunteer developer

Personal Leadership Traits:

- Spiritually mature and emotionally self-aware
- Loyal, trustworthy, and authentic
- Demonstrates humility, confidence, and servant leadership
- Strong discernment and decision-making ability
- Entrepreneurial, creative, and open to innovation while exercising sound judgment
- Strong time management and organizational discipline
- Fosters a healthy ministry culture
- Demonstrates the Fruit of the Spirit in leadership and relationships
- Knowledgeable of (or willing to become knowledgeable of) Presbyterian polity related to assigned responsibilities

How to Apply:

- Please send your introductory cover letter and resume to jobs@zpc.org
- To learn more about Zionsville Presbyterian Church, visit our website at www.zpc.org