



Role Description: Executive Pastor

Hours: Full-time, with flexibility for weekend and evening responsibilities typical in ministry leadership.

Reports to: Lead Pastor—Josh Wilson

Compensation: Competitive based on experience and qualifications

Job Purpose

The Executive Pastor (XP) serves as the primary leader of New Heights Bentonville's operations and staff, ensuring the church's vision is effectively implemented. Functionally, the XP operates as the Chief Operating Officer (COO), translating the Lead Pastor's vision (CEO) into strategy, systems, and action. This role focuses on operational excellence, ministry alignment, and a healthy staff culture, empowering others to thrive while advancing the mission of NHB.

Key Responsibilities

Staff Leadership

- Hire, develop, supervise, and evaluate staff, fostering a culture of collaboration, excellence, and grace
- Facilitate regular staff meetings, retreats, and rhythms of spiritual development
- Handle internal conflict with biblical wisdom, humility, and clarity
- Provide coaching and accountability across departments

Strategic Planning and Organizational Alignment

- Collaborate with the Lead Pastor to implement and communicate strategic goals
- Develop long-range ministry plans that reflect NHB's mission and values
- Ensure alignment across ministries and measure progress toward stated outcomes

Operational Oversight

- Oversee day-to-day operations, church systems, policies, and processes
- Supervise facilities, security, and event logistics, ensuring safety and excellence
- Build systems that scale with growth: clear, repeatable, and mission-aligned

Financial Leadership

- Manage the budgeting process and ensure good financial stewardship

- Work with the finance team to monitor income, expenses, and reporting
- Champion generosity and support strategic initiatives with financial planning

Pastoral Support and Congregational Engagement

- Model a vibrant, growing relationship with Jesus
- Build relationships across the body, provide pastoral care, and preach occasionally as needed
- Lead by example in prayer, humility, and service

Volunteer Development

- Strengthen leadership pipelines and volunteer engagement across all ministries
- Partner with team leaders to train and equip volunteers effectively

Communication and Collaboration

- Maintain a close working relationship with the Lead Pastor
- Ensure clear communication flows between staff, ministries, and volunteers
- Serve as the key executor of the Lead Pastor's strategic vision

Key Strengths Required

- **Leadership:** Proven ability to lead teams with clarity, authority, and humility
- **Spiritual Maturity:** Deep and growing relationship with Jesus, rooted in the Word and prayer
- **Organizational Acumen:** Skilled in managing people, budgets, systems, and change
- **Team Player:** Secure and humble, able to lead boldly while supporting the Lead Pastor's direction
- **Emotional Intelligence:** Empathetic, steady under pressure, and self-aware
- **Vision + Execution:** Can translate high-level vision into practical steps and measurable outcomes
- **Adaptability:** Experienced in navigating and leading through growth and change

Relationship with Lead Pastor

The XP serves in a high-trust relationship with the Lead Pastor, functioning as a strategic ally and ministry partner. While the XP leads most day-to-day operations, major decisions are made in alignment with the Lead Pastor. The XP does not compete with the Lead Pastor but acts as an extension of his leadership—protecting unity, building trust, and ensuring clarity.

Qualifications

- 5+ years of leadership experience in a church, nonprofit, or organizational setting
- Proven ability to lead people and systems in a growing environment
- Bachelor's degree required; M.Div., MBA, or equivalent ministry/leadership training preferred
- Alignment with the theology and mission of New Heights Bentonville

How to Apply

[Apply online](#)

Applications will be reviewed on a rolling basis.

New Heights Bentonville Staff Values:

1. Trust

"We are trustworthy people and work to build trust with each other."

2. Honor

"We serve, respect, and defend one another. We pursue each other in healthy conflict."

3. Clarity

"We over-communicate and strive for clarity in all interactions."

4. Grit

"We work hard, take ownership, and don't shy away from taking faith-filled risks."

5. Growth

"We pursue excellence and seek every opportunity to grow. We are open to input from others."