



## **Executive Director**

**The Well, a United Methodist Church**  
Rosemount and Apple Valley, Minnesota

### Summary

The Well is a United Methodist Church in the southeast Twin Cities metro with a long history as a successful community church. Recently, we have chosen to grow into a thriving multi-site and opened our second campus last year. We seek to connect people to Jesus for the transformation of our community. Our values are Living like Jesus, Intentionally Nonpartisan, Inclusive of All, and Caring for Kids. Our goal this year is to connect 100 new people to Jesus.

To carry out our vision, we seek an experienced church leader to implement and coordinate the ministry and purpose of The Well. Our Executive Director will have overall strategic and operational responsibility for The Well's staff, ministries, and the execution of its purpose. Focus on ongoing excellence, evaluation, and consistent quality of ministry and operations. Lead, coach, and develop The Well's staff team, with the goal of equipping congregation members to do ministry. Along with the Lead Pastor, the Executive Director will report to The Well's Governance Team. Direct reports will include the campus pastors, lead staff, and supervisors.

### General Expectations

- Live out The Well's purpose, priorities and prayer, applying them in your personal and professional life with vigor and excellence.
- Operate as an accountable, authentic, caring, and collaborative team-first staff member, encouraging, praying for and building up co-workers, volunteers, congregants and guests.
- Be intentional about one's spiritual growth and development.

### Key Responsibilities

#### Strategic Leadership

- Work closely with the Governance Team, Lead Pastor, and staff to create an organizational culture of excellence, fulfill our core purpose, stay true to our core values, implement the multi-site vision, and develop and carry out strategic plans.
- Partner with the chair of Governance Team to ensure effective meetings, adherence to The Well's and UMC's rules and guidelines, full and consistent membership, and maintaining a strategic focus.
- Clarify and implement the goals, objectives, and strategies with the Governance Team for all ministries of The Well. Assist ordained, licensed and program staff in developing individual and collective goals and objectives for each ministry consistent with the broader goals of The Well, and create processes for evaluation and procedures for accountability.

#### Ministry & Discipleship Process

- Accountable for an effective process of discipleship.
- Accountable for Well-level Connect, Engage, and Send processes. Work with campus pastors to implement processes at each campus.
- Work with campus pastors to ensure worship experiences that uphold our purpose and values and support our vision of a growing multi-site church.

## Administration

- Oversee church operations: human resources, staff development and team building
- Lead and supervise the administrative team, including finance, facilities, communications, church administrator, media/technology, preschool, and other positions.
- Develop and oversee a church budget that will effectively implement the church's strategic vision. Oversee the management of the church's finances according to best practices, The Well by-laws, UMC rules, and Governance Team expectations.
- Oversee an effective stewardship strategy and process.

## Other

- Measurer of benchmarks, monitoring progress towards goals.
- Other duties as assigned.

## Qualifications

- *Required*
  - Bachelor's degree required
  - Experience in a church leadership role
  - Experience recruiting, training and leading volunteers
  - Available on Sundays
- *Preferred*
  - Experience supervising managers
  - Experience in growing a church
  - A United Methodist background is not required but the successful candidate must be in agreement with the standards, theology and policies of The Well

## Additional Information

- Compensation will be in accordance with level of experience
- Deadline to apply: April 13, 2018
- Send cover letter and resumes to [offices@thewellmn.church](mailto:offices@thewellmn.church)  
or mail to: The Well, a UMC  
Attn: HR/CO  
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