



## HIGHPOINT PASTOR ROLE DESCRIPTION

The Highpoint Pastor works with the Student Ministries Director and the ministry team to establish vision and goals while developing and executing ministry strategies for high impact, high energy and highly relational ministry; partners with the Highpoint team by directly leading and building the community life ministry through mid-size teams and small groups. The Highpoint Pastor shares teaching with the Student Ministries Director, serves as the primary overseer of volunteer development; leads the creative direction for activities of camps, retreats and special events; and ensures that all students, volunteers and families are well-served.

## RESPONSIBILITIES

### **Assist in Providing Strategic, Effective and Inspiring Leadership for the Highpoint Team**

- Develop strategies and plans in alignment with ministry vision, priorities and goals and manage them to successful execution
- Build a culture defined by love and unity

### **Directly Lead the Volunteer Recruitment and Development Strategy**

(in Partnership with Staff and Team Leaders)

- Develop a recruiting strategy to source highly engaging leaders for maximum impact
- Create community among leaders, fostering a sense of team
- Build a culture defined by love and unity
- Facilitate high-impact engaging training seminars for leadership development and practical training for maximum impact
- Cast vision regularly by sharing stories and celebrating wins
- Provide direction, care, support, prayer and coaching for teams
- Evaluate and transition team members as necessary
- Serve as a resource to leaders for concerns or escalated matters
- Establish a system to monitor leader performance and development goals
- Envision volunteer leaders to grow in depth and size, so that more students can meet Jesus

### **Develop an Engaging, High Connection Infrastructure through Mid-Size Teams**

- Utilize Camp to add additional Mid-Size Teams and to create stronger camaraderie
- Train Team Leaders to oversee the Mid-Size Team experience and to oversee and manage the small groups under their care
- Assist Team Leaders to recruit all the necessary volunteer roles
- Ensure Mid-Size Teams are the appropriate size to help build community
- Ensure volunteers follow up with students outside of regular meeting times
- Train volunteers to follow up with new students and get them integrated
- Utilize the Parent Liaison Coordinators to ensure meals are provided each week
- Add additional Mid-Size Teams when necessary

## **Ensure Small Group Ministry Is Highly Transformational for Spiritual Growth**

- Train Small Group Leaders to facilitate highly relational and transformational groups that include fellowship, fun, connections and community
- Ensure Small Group content and curriculum inspire life change
- Ensure volunteers follow up with students outside of regular meeting times
- Implement accountability systems to ensure each small group is flourishing

## **Ensure Strong Parent Partnership and Involvement**

- Initiate Parent Liaison Program to support Small Groups and to further integrate parents
- Ensure Small Group Leaders are building parent relationships
- Develop opportunities to educate parents on student culture and needs
- Ensure timely, consistent communication to parents

## **Support in Developing a High-Impact High School (Highpoint) Service**

- Teach inspiring, catalytic messages for life change (approximately 10-12 times a year)
- Facilitate creative elements within the Highpoint program (games, testimonies, etc.)
- Ensure Mid-Size Teams are welcoming and are a strong connection point for new students
- Collaborate with team to ensure the program is gospel centric, high energy and fun

## **Lead the Creative Direction for Activities at All Special Events**

(Examples: Camps, Retreats, Special Events, Etc.)

- Collaborate with the ministry team to understand the goal and requirements of the event
- Determine the activities for all weekend events
- Point leads the games, competitions and small group curriculum at Camps and Retreats

## **Complete Administrative Responsibilities**

- Maintain all administrative documentation (follow-up reports, etc.)
- Ensure screening, processing, and paperwork for designated volunteers
- Ensure CCB (online church database) is organized, accurate, and up-to-date

## **Ensure Accurate, Timely Response to Communication Requests (Phone or Email)**

- Manage email, voicemail and communication requests in a timely, thorough manner
- Build trust by maintaining confidence of information
- Respond to all communication with professionalism, discretion and a service orientation

## **Serve as a Fantastic Teammate to Peers on the Student Ministry Team**

- Demonstrate loyalty to the Student Ministries Director and teammates in action and word
- Pursue and uphold relational unity with teammates
- Make assists for teammates to facilitate department-wide wins
- Place the team agenda before your own agenda
- Uphold the six commitments of trust and trustworthiness

## **Develop Creative Direction for Apparels**

## **Perform Other Duties and Tasks as Assigned**

## **Model Servant Leadership and Exhibit a Helpful, Joyful Attitude**

## **Demonstrate a Commitment to Growth**

- Receive and apply training and development from the Student Ministries Director
- Attend department and all-staff meetings

## **WHO WE ARE**

We're a vibrant church of everyday people who come together in many ways – in exploring and learning about faith, in raising kids and strengthening marriages, and in discovering the fullness of life God desires for each of us.

At our core we are all about love.

- Love Expressed – which is all about God receiving the worship He deserves.
- Love Experienced – that's all about helping you grow in experiencing the love of God.
- Love Extended – which is all about extending the love of God out to those who need it most in mission.

## **WHO YOU ARE**

### **You Model a Growing and Vibrant Relationship with Christ**

- Pursue full devotion to Christ and live the life we are inviting others to live
- Manifest the fruit of the Spirit in work habits and relationships
- Pursue spiritual growth through community and a daily (or almost daily) Biblical engagement
- Embody other-centered, servant-leadership in all interactions
- Reflect Christ's heart for reaching the spiritually lost

### **You Demonstrate Commitment to Cherry Hills Community Church**

- Pursue church membership and live out the four commitments of active membership, which are wholehearted worship, daily Bible reading and reflection, pray for and pursue friendships with those who don't know Christ, and 3P giving (priority, percentage, and progressive)
- Be an active, engaged participant at weekend services and involved in community
- Serve at church-wide, all-hands-on-deck events (Examples: Christmas & Easter service, etc.)
- Accept and uphold Cherry Hills' [Statement of Our Faith](#)

**POSITION TYPE:** Full-Time, Exempt

**HOURS PER WEEK:** 40

**SUPERVISOR:** Student Ministries Director

**SALARY RANGE:** \$37,776 - \$56,669

**BENEFITS:** Eligible Health, Dental, Vision, 403(b), Paid Vacation and Sick Leave