



**LOVE  
WHAT  
YOU DO.**

 **faithchurch.com**

**FAITH CHURCH**  
CHIEF OPERATING OFFICER  
JOB PROFILE

GROUP  
**ONE39**

**CONNECTED.  
RESULTS-DRIVEN.  
BEST IN CLASS.**



## **THE FAITH CHURCH STORY**

Faith Church has been ranked one of the fastest growing churches in America for several years in a row. Now we are known as one of the largest, most influential and innovative churches in America. We are one church with eight locations, located in Sunset Hills, Earth City, Weldon Spring, and Ferguson-Florissant, Missouri, West Palm Beach and Royal Palm Beach, Florida, as well as Fairview Heights, Illinois (2022 launch), and online. Our mission is to use the latest in technology, resources and music in a creative way to be relevant in reaching our world. We are just getting started in doing what God has called Faith Church to do; reaching the world in a creative way so that people connect... people grow... and lives are changed.

## **JOB SUMMARY**

The focus and responsibility of the Chief Operating Officer (COO) is to serve on the Senior Executive Team as the church's COO with operational oversight. The COO is responsible for assisting Lead Pastor, Chief of Staff (COS) and the Directional Leadership Team with operational strategic planning and goal setting. The COO ensures the operations of Faith Church is in alignment with the goals and objectives of Faith Church.

# PERSONAL

- Maintain the God ordained priorities in your life putting Jesus Christ at the center of everything including your spouse, children, and the ministry
- Passionate about tithing at least 10% of your income to what God is doing through the vision of Faith Church
- Invest in and lead a Faith Church connect group
- Be responsible for developing & multiplying Dream Team
- Avoid the appearance of evil, let no hint of immorality exist and conduct life with the utmost of integrity in all situations
- Attend services regularly with your entire family
- Maintain loyalty to the vision and staff of Faith Church and always protect the unity God has given this church
- Believes and operates in the gifts of the Spirit
- Wholeheartedly believes in the empowerment of women in Pastoral leadership
- Person of Godly character and integrity
- Loves Faith Church and lives our vision and culture
- In alignment with “What We Believe” and “Leadership Core Values”
- Attend weekly Staff Meeting
- Personal social media posts will be aligned with Faith Church and its mission in regard to church activity

# GENERAL RESPONSIBILITY

- Fully devoted follower of Christ
- Serve as an armor bearer at the discretion of the Senior Pastors
- Person of Godly character and integrity
- Loves Faith Church and lives our vision and culture
- In alignment with “What We Believe” and “Leadership Core Values”
- Effective communicator, oral and written
- Member of the Senior Executive Team
- Partners with Senior Pastors, and Directional Leadership Team members in guiding the mission and vision of Faith Church forward

# ESSENTIAL DUTIES & RESPONSIBILITIES

- Provide leadership in day-to-day operations, finance, legal, current and future campus planning (operations), administration, Academy, information technology, facilities, coffee shops and bookstore.
- **Finance** – Consult with CFO
- **Legal** – Maintain Faith Church’s by-laws and legal policies and oversee all legal and insurance concerns.
- **Campus Planning** – Develop and manage the operational systems; build and oversee the operations team; develop and execute operational expansion strategies for existing and future campuses, including financial initiatives, master planning, design, architecture, contractor selection and construction
- **Administration** – Develop and manage administrative staff and systems
- **Faith Academy** – Giving monthly insight to the Academy Director assuring that we are developing babies to Pre-K in our Monday – Friday program.
- **IT** – Assure that our infrastructure and day to day operations at Faith Church are meeting the current and future needs of our organization including optimizing weekend solutions and having a highly functioning relationship with the online campus and AV departments
- **Facilities** – Lead the team to help acquire, build out and maintain facilities that provide environments that support the vision of Faith Church

# **ESSENTIAL DUTIES & RESPONSIBILITIES**

- Contribute to strategic planning by helping shape Faith Churches strategy (short- and long-term) and taking ownership of operational deliverables (including timelines, measurable goals, and stakeholder communications)
- Design and publish key dashboard metrics, both financial and non-financial ministry objectives as requested, consulting w/ CFO
- Responsibility for software and systems (church database, payroll, accounting, etc....) – leadership and oversight of software conversions, consulting with CFO
- Ensure proper controls are implemented and functioning to ensure that the organization remains beyond reproach financially

## **COMPETENCIES**

- Must have a heart for the Church and be a mature follower of Christ.
- Excellent verbal and written communication skills.
- Excellent interpersonal and customer service skills.
- Excellent organizational skills and attention to detail.
- Experience leading leaders of teams or groups
- Strong administrative skills
- Ability to work independently.
- Work well under pressure
- Enjoys a fast paced environment

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# LEADER PROFILE

If this is you, you just might be a fit!

- Love Jesus and His Word
  - Heart for the house
  - Drama-free, please!
  - Relationships, relationships, relationships
  - Fun, flexible, driven, goal oriented and gets it done early
  - If you're going to fit with the FC staff...must be happy and walk in joy
  - Fast paced...Pastors David and Nicole are quick
  - All in! Family and all.
  - Expect and believe God's greatest for your life
  - Show-up to meetings with a notebook... ready to learn
  - Effective communicator, oral and written
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## ST. LOUIS, MISSOURI

St. Louis is a historic metro area of 2.8 million with a family-friendly reputation and tight-knit communities. St. Louisans are loyal to their hometown. Many return permanently after going away to school or living elsewhere.

The area's low cost of living and central U.S. location are draws for many, including companies looking to relocate. St. Louis businesses run the gamut from tech startups to global financial investment companies to aircraft manufacturers. On a smaller scale, a homegrown iconic favorite is the Blueberry Hill restaurant and bar in the Loop, where the father of rock 'n' roll himself, Chuck Berry, used to wow the crowds every month with his famous duck walk.

The charm of St. Louis' many unique neighborhoods may be a pleasant surprise to newcomers. Homes range in style from three-story Victorians to wood-framed farmhouses to traditional ranch and two-story colonials.

# We love what we do!

*Group ONE39 is a transformational recruiting firm and leadership organization. We transform churches and ministries by delivering best in class talent and we help leaders increase their capacity for growth and reach. We create this transformation through established propriety interviewing systems, assessments, and simple memorable tools to help leaders understand themselves and connect well with others.*

**Our vision is transformation & our mission is**  
*Transforming people & organizations*

## Values



### Fun

We will laugh hard & often.



### Generosity

We will give & not take.



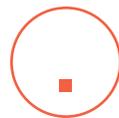
### Integrity

We will be the same in public & private.



### Team

We are better together.



### Simple

Complexity is the enemy of growth.