

EXECUTIVE DIRECTOR

JOB DESCRIPTION



POSITION SUMMARY

The overall role of the Executive Director is centered around shepherding and overseeing the staff and students, local programs, facilities, and the regional vision located within that headquarters and part of that world.

PREREQUISITES

- Bachelors Degree – Preferably with an emphasis or focus on ministry.
- A high level of spiritually maturity with a minimum of 5 years of ministry leadership experience.
- Background/history within the action sports world.

DUTIES/RESPONSIBILITIES

- While meeting the Biblical qualifications of an overseer, the Executive Direction is responsible for the overall spiritual, operational, and strategic care of those involved including (but not limited to);
 - Staff development and management.
 - Team growth. Hiring and on boarding new staff/leadership.
 - Local and regional ministry development.
 - Networking and cultivating new relationships within the regional of leadership.
 - Business development while overseeing and leading the business as mission strategies and staff/leadership.
 - Facility management/oversight.
 - Cultivating community partnerships and involvement while identifying needs/opportunities.

POSITION EXPECTATIONS

- This is a high demand position that requires a called and driven leader.
- It requires the ability to wear many hats and assume the needed role and responsibilities for a variety of positions on an as needed basis.
- Knowledge/experience within the action sports industry or ability to be immersed in such.
- Clearly possessing a passion for ministry while helping to lead, equip, and empower others while vision casting and avoiding mission drift.

SKILLS/ABILITIES

- Strong communication skills in a variety of formats and settings.
- Confidence in leading others and growing/inspiring a team.
- Ability to train and equip staff while clearly articulating expectations.
- Attention to detail with the ability to recognize quality and hold others to a high level of excellence.
- Ability to manage multiple projects and multi-task simultaneously.
- Confidence in creating written documents, letters, or partnership requests.
- Strong Biblical understanding and the ability to preach/teach as needed.

LOCAL MINISTRY

- Leading the weekly Monday team devotional/staff meeting.
- Attending or leading at least (1) weekly outreach locally to observe and provide constructive criticism and feedback.
- Cultivating and curating new relationships through local networking efforts.
- Leading by example while investing into and discipling at least 1-2 people every week.

TRAVEL

- Assisting in the leadership of at least (2) international and (2) regional trips per year.
- No more than (4) weeks per year of ministry related travel.