



**Position:** Creative Pastor

**Department:** Creative Team

**Wage:** \$58-61,000/Year

**Combined Schedule:** Saturday - Wednesday and as needed

**Reports To:** Development Pastor

**Exemption Status:** Exempt

**Hours:** 40 hours/week.

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### Summary of Duties

The Creative Pastor is responsible to lead an integrated staff of artists and technicians who create and develop communications, branding, corporate worship, audio-visual and hospitality services for the CTK Bellingham community.

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### Essential Functions

- Create an effective collaborative team to implement the vision and goals of the Lead Pastors.
  - Clarify and lead a creative process for message development.
  - Create an authentic and engaging weekly worship experience.
  - Oversee the creation of Control Books for all critical functions in each department.
  - Conduct periodic performance reviews.
- Collaborate in the creation of an annual strategic plan.
  - Collaborate in creating an aligned Master Calendar each year.
  - Responsible for overall project management and production results for each team.
- Create and manage budgets for all Creative Team departments.
- Serve on the Management Team.
- Perform all Pastoral functions in the rotation (POC, Sacerdotal duties, etc.).

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### Knowledge, Skills, and Abilities Required

- Minimum of 10 years experience leading a worship team preferred.
- Excels at leading creative people well.
- Demonstrated skill in planning, organizing, and prioritizing projects.
- Discipline to follow a consistent creative process.
- Basic knowledge of video production.
- Excellent ability to develop and empower others.
- Competent at administration (processes, procedures, production scheduling).
- Excellent communication on stage, in meetings, and digital formats.
- Experienced musician.
- Basic knowledge of ProPresenter and Planning Center Online.