

## **First Baptist Church of Ensley**

1508 19<sup>th</sup> Street Ensley  
Birmingham, Alabama 35218  
205- 788-2494

### **PASTORAL VACANCY ANNOUNCEMENT**

#### **Application Requirements**

**First Baptist Church of Ensley is prayerfully seeking a full-time pastor, called by God who will be a spiritual leader of the congregation. The candidate must be able to articulate a vision for the church that emphasizes spiritual growth and Christian Education Development. The qualified candidate is responsible to God and the church to proclaim the gospel of Jesus Christ, to teach the Holy Bible, to provide Christian leadership in all areas of the church, and engage in the pastoral care of the congregation.**

#### **Job Description:**

**Full-Time Pastor**

**Opening Date: 5/16/16      Closing Date: 6/16/16**

**All interested persons must submit a complete application consisting of the following information:**

- 1.** The application can be found at: [www.fbcensley.com](http://www.fbcensley.com) and [www.nationalbaptist.com](http://www.nationalbaptist.com)
- 2.** Meet qualifications as set forth in I Timothy 3:1-7
- 3.** Bachelor's Degree
- 4.** Advanced Degree, Seminary Training, or in pursuit of a degree in Religious Studies at an accredited institution
- 5.** A cover letter, current resume (include detailed listing of ministerial/pastoral experiences, accomplishments, and immediate family)
- 6.** Copies of diplomas, degrees, ministerial license(s), ordination certificate with the appropriate seal
- 7.** Reference letters from each of the following: current and/or former pastor(1); current and/or former instructor(1); personal references (2)
- 8.** Current photo (Head Shot)
- 9.** A completed and signed application checklist

**Any Candidate Package received after the posted deadline will not be considered. Any applicant that submitted a resume' prior to the posting date should review the official announcement and submit additional information if necessary. Please Note: Missing information will result in automatic disqualification. Application should be typed or written legibly.**

Final candidates will be notified and maybe asked to provide additional information later in the selection process. Final candidates must consent to a reference check, a criminal history background check, a drug screening test, and a credit and financial history review.

All information will be treated as **"Confidential."** Applicant should submit package or request additional information via US mail or electronically to the following addresses:

**Mail**

**OR**

**E-mail**

**First Baptist Church of Ensley  
C/O Pastoral Search Committee  
PO Box 8329  
Birmingham, AL 35218-0329**

**Pastoral Search Committee  
[fbcensley@gmail.com](mailto:fbcensley@gmail.com)**

**(Include "Pastoral Search Committee in the subject line of all email correspondence.)**

**NO PHONE CALLS PLEASE**

## **QUALIFICATIONS**

- Must be a licensed and ordained Baptist minister and duly ordained in accordance with the Baptist Church
- Must be Full-Time (available 24/7) with set office hours
- Meet qualifications as set forth in 1 Timothy 3: 1-7
- Must have a clear understanding of the Baptist Doctrine as well as being an effective communicator with the ability to teach sound doctrine, and to preach effectively from the Holy Bible
- Must provide a statement of Doctrine
- Proficiency in written and oral communication
- 7 years as assistant pastor or minister
- Verifiable 5-10 consecutive years in Missionary Baptist Church
- Must be an effective leader with managerial and administrative abilities. Pastoral or appropriate experience
- Must be knowledgeable in the use of technology
- Must be committed to further religious training/education
- Must be committed to church growth and membership retention
- Must be able to articulate a vision for the church that emphasizes spiritual growth and Christian Education development
- Must be willing to attend, support, and encourage members to attend local, State and National Congresses and Conventions for religious education and ideas that will enhance the church 's ministries as well as establish other ministries
- Must demonstrate a record of community and mission involvement
- Must be able to plan and conduct worship services

## **RESPONSIBILITY OF A PASTOR**

- The pastor will be responsible as an ex-officio member of all church ministries/committees
- The pastor will preside over, but are not limited to the following: revival services, worship services, funeral services, weddings, and baby dedications, etc. or designate someone else to perform in his capacity in case of his absence

- The pastor will be responsible for teaching, counseling and observance of the Ordinances of the Lord's Supper and Baptism
- The pastor will conduct Bible Study, Midweek Services, Sunday school, etc.
- The pastor will be Preacher/Teacher-The principle communicator of God's word in public worship, and making assure every effort possible that the church is maturing in Christ
- The pastor will be responsible for visiting members who are hospitalized, confined to home, or in an extended care facility as well as delegating these responsibilities to the Deacon/Deacon Wives Ministry and/or church leaders as appropriate
- The pastor will moderate church conference meetings
- The pastor will be responsible to work with Deacons and Trustees who serve as the Official Board
- The pastor will oversee staff development and assure that ministerial and leadership staff have resources necessary to ensure their duties and responsibilities
- The pastor will work with various ministries to provide training leadership in planning, organizing, and coordinating programs in discipleship and ministry
- The pastor must demonstrate an multigenerational approach to spiritual growth and congregational formation
- The pastor is to oversee development and maintenance of current physical church structure and property

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# Pastoral Application ~ First Baptist Church, Ensley

## SECTION I

Name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Are you known by another name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address, if different: City: \_\_\_\_\_ St: \_\_\_\_\_ Zip \_\_\_\_\_

Numbers: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Business: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Preferred method of contact regarding this position? (Choose one):

\_\_\_\_\_ Home \_\_\_\_\_ Cell \_\_\_\_\_ Business \_\_\_\_\_ E-mail \_\_\_\_\_ Mail

Birth Date: \_\_\_\_\_ Birth Place: \_\_\_\_\_ Number of years lived in the U.S.? \_\_\_\_\_

If hired, can you present proof of your legal right to live and work in this country? Yes \_\_\_\_\_ No \_\_\_\_\_

Please list all address and residence periods for the last ten (10) years:

Previous Address Information (Complete only if at current address for less than ten years)

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Home Address:	City	State	Zip Code
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Home Address:	City	State	Zip Code
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Home Address:	City	State	Zip Code
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Home Address:	City	State	Zip Code
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Home Address:	City	State	Zip Code
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Social media footprint (e.g., Twitter handle, LinkedIn, Facebook page, Instagram, etc.) (If applicable)

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Digital media (e.g., Links to podcasts, vlogs, blogposts, etc. if applicable)

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Are you able to perform essential functions of this position with or without reasonable accommodation?

Yes \_\_\_\_\_ No \_\_\_\_\_ If needed, please explain: \_\_\_\_\_

You may use the space below. Attach an additional sheet if necessary.

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**SECTION I CONTINUED**

If married, spouse's name: Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Please check one: Male \_\_\_\_\_ Female \_\_\_\_\_      Number of Children \_\_\_\_\_ Ages \_\_\_\_\_

Are you a Veteran? Yes \_\_\_\_\_ No \_\_\_\_\_

List your marital history (any prior marriages) Dates and Place:

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**SECTION II: ORDINATION AND CURRENT CHURCH**

**ORDINATION AND CURRENT CHURCH**

Are you licensed? Yes \_\_\_ No \_\_\_ Are you ordained? Yes \_\_\_ No \_\_\_

License date and place: \_\_\_\_\_

Ordination date and place: \_\_\_\_\_ By Whom: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip Code

Denomination: \_\_\_\_\_ Have you been baptized by immersion? Yes \_\_\_ No \_\_\_

Current church name and address which you are a member? \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip Code

**SECTION III: EDUCATIONAL, MILITARY AND EMPLOYMENT HISTORY**

**EDUCATIONAL BACKGROUND**

**Undergraduate School: Major:** \_\_\_\_\_ **Minor:** \_\_\_\_\_

Name of Institution: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes \_\_\_ No \_\_\_ Degree: \_\_\_\_\_

**Seminary**

Name of Institution: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes \_\_\_ No \_\_\_ Degree: \_\_\_\_\_

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**Graduate School**

Name of Institution: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes \_\_\_ No \_\_\_ Degree: \_\_\_\_\_

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**Other**

Name of Institution: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? Yes \_\_\_ No \_\_\_ Degree: \_\_\_\_\_

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**MILITARY SERVICE**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_

Type of Discharge:

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## EMPLOYMENT HISTORY

Please list your employers starting with the current or most recent one first.

**Employer #1 Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip Code  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Date Ended: \_\_\_\_\_

Type of Employment? Full-time: \_\_\_\_\_ Part-Time: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

### Employer#2

**Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip Code  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Date Ended: \_\_\_\_\_

Type of Employment? Full-time: \_\_\_\_\_ Part-Time: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

### Employer#3

**Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip Code  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Date Ended: \_\_\_\_\_

Type of Employment? Full-time: \_\_\_\_\_ Part-Time: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

### Employer#4

**Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip Code  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Date Ended: \_\_\_\_\_

Type of Employment? Full-time: \_\_\_\_\_ Part-Time: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

### Employer#5

**Name:** \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State Zip Code  
Position: \_\_\_\_\_ Date started: \_\_\_\_\_ Date Ended: \_\_\_\_\_

Type of Employment? Full-time: \_\_\_\_\_ Part-Time: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

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**SECTION IV: REFERENCES**

**REFERENCES**

Please list four references consisting of pastor, instructor and personal (not related to you).

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City, State

Zip Code

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City, State

Zip Code

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City, State

Zip Code

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City, State

Zip Code

**SECTION V: BACKGROUND INFORMATION**

**BACKGROUND INFORMATION**

Please share any matters and/or concerns that will be of importance for the pastoral search committee to be aware of at this time. (Attach an additional sheet if necessary).

If you answer "Yes" to any of the questions in the following section, please attach a separate sheet indicating the nature of the suit, charge or offense, when and where charged, the date, court, and disposition or other appropriate explanation. An arrest or a conviction record will not automatically be a barred from employment. Factors such as your age at the time of the crime, seriousness and nature of the violation, time elapsed since the crime, job relatedness, and subsequent rehabilitation will be considered.

A. Have you ever been arrested for any offense? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state nature of the charge(s), when and where charged and the case disposition. *Attach additional sheet if necessary.*

B. Have you ever been convicted? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state nature of the conviction(s), when, where and the case disposition. *Attach additional sheet if necessary.* \_\_\_\_\_

Adjudication withheld? Yes \_\_\_\_\_ No \_\_\_\_\_

C. Are you presently being investigated or under a procedure to consider your discharge by your present employer? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state nature of the charge(s), when and where charged and the case disposition. (*Attach additional sheet if necessary.*) \_\_\_\_\_

D. Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave/vacate job position, or volunteer position on the grounds of any unlawful sexual behavior, or violation of any employer's sexual misconduct or harassment policy: Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state nature of the action(s), when and where and the disposition. (*Attach additional sheet if necessary.*) \_\_\_\_\_

E. Have you ever been charged in administrative, civil or criminal proceedings with improprieties regarding children? Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, please state nature of the action(s), when and where and the disposition. *(Attach additional sheet if necessary)*. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

F. Have you ever entered a plea of not guilty, or guilty or a plea of “no contest” (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense? Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, please state nature of the action(s), when and where and the disposition. *(Attach additional sheet if necessary)*. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

G. Have you ever been suspended, discharged or resigned in lieu of discharge from any position? Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, please state nature of the action(s), when and where and the disposition. *(Attach additional sheet if necessary)*. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

H. Have you ever been a plaintiff or defendant in an administrative, civil matter or lawsuit?

Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, please state nature of the action(s), when and where and the disposition. *(Attach additional sheet if necessary)*. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I. Have you ever been treated for substance/alcohol abuse? Yes\_\_\_\_\_ No\_\_\_\_\_

If yes, please state nature of the action(s), when and where and the disposition. *(Attach additional sheet if necessary)*. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SECTION V: BACKGROUND INFORMATION CONTINUED**

J. Driver's License:  Suspended(or)  Revoked. If yes, explain: \_\_\_\_\_  
\_\_\_\_\_

K. Have you held a position that required bonding?  Yes  No

L. Have you ever been accused or charged of sexual harassment?  Yes  No

*If yes, explain:*

## APPLICANT CHECKLIST

- \_\_\_\_1. A completed application.
- \_\_\_\_2. A DVD/recording of a sermon delivered within the past year.
- \_\_\_\_3. A copy of a license and ordination certificate.
- \_\_\_\_4. Certified copies of degrees mailed from the issuing institution. (1) Enclosed is a certified copy or (2) Requested a certified copy to be mailed from the issuing institution.
- \_\_\_\_5. Four (4) recommendation letters (pastor, instructor and personal).
- \_\_\_\_6. A completed and signed application checklist.
- \_\_\_\_7. Current color photo (5x7).
- \_\_\_\_8. Copy of Driver's License or State Identification.

**NOTE:** Any application package that does not include the items above will NOT BE CONSIDERED.

Applicant Print

Name: \_\_\_\_\_

Applicant

Signature: \_\_\_\_\_

Original signature required; scan and email signature page only to: [fbcensley@gmail.com](mailto:fbcensley@gmail.com) or  
hard copy mail to: P.O. Box 8329, Birmingham, AL 35218-0329

Date: \_\_\_\_\_

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**SECTION VII: CERTIFICATION AND SIGNATURE**

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Please read and initial the below statements and sign application.

\_\_\_\_ I certify that the information given by me to the questions on this application, including representations in my resume, if given, are true and correct to the best of my knowledge, and have been made with no mental reservations whatsoever and I have not withheld any information that might adversely affect my chances for consideration. I understand that misleading or false statements will constitute a sufficient case for refusal of hire, employment termination or employment covenant.

\_\_\_\_ I understand that neither the acceptance of this application nor the subsequent entry into any type of employment and covenant relationship with First Baptist Church, Ensley creates an actual or implied employment. I understand that, if I am offered and accept employment with First Baptist Church, Ensley it will be on at-will basis. This means that either First Baptist Church, Ensley or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

\_\_\_\_ I authorize the release of national and state criminal records, as well as credit history report to First Baptist Church, Ensley. I authorize the schools, my former employers, and people named in this application to release to First Baptist Church, Ensley any information requested to verify the information on this application, and my education, character, and employment history with them. I also give First Baptist Church, Ensley permission to use the information acquired to conduct a background check on me.

\_\_\_\_ I understand that if I am a finalist I will have to submit to drug screening test.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature o Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Original signature required; scan and email signature page only to: [fbcensley@gmail.com](mailto:fbcensley@gmail.com) or  
hard copy mail to: P.O. Box 8329, Birmingham, AL 35218-0329

Position: Full-Time Pastor

Contact: First Baptist Church, Ensley Pastoral Search Committee by mail or email.

**Mail to:**

First Baptist Church, Ensley  
c/o Pastoral Search Committee  
PO Box 8329  
Birmingham, AL  
35218-0329

**Email to:**

[fbcensley@gmail.com](mailto:fbcensley@gmail.com)  
(Use "Pastoral Search Committee" in the  
subject line of all email correspondence.)

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