



**Dear Potential Candidate:**

We are happy that God has lead you to apply for the open Senior Pastor position at Grace Temple Baptist Church in Lawnside NJ.

Interested candidates must submit an initial Candidate Package comprised of the following items. All documents and other items will be shredded and/or discarded after deliberation is completed.

- Cover Letter
- Current Resume (include email address)
- Statement of Faith
- Copy of Ministerial License/Certificate of Ordination
- Theology degree
- If available, please provide a video copy (DVD) or CD of 3 recent sermons (within the last twelve [12] months)
- Completed application

**The composite Candidate Package must be postmarked by Sept. 30, 2016.** Any package postmarked after that date will be destroyed without consideration. PLEASE no phone calls, emails or faxes to the Grace Temple Baptist Church office or to the Pastoral Search Committee members. This information is confidential and will only be read by the Pastoral Search Committee Members.

**Please submit completed Application Packages to:**

**Grace Temple Baptist Church  
Attn: Pastoral Selection Committee  
15 East Charleston Avenue  
Lawnside, NJ 08045**

The Pastoral Search Committee will acknowledge receipt of all requested items (by email). NOTE: All pages must be filled out completely in order to be considered an active candidate for the position. Missing information or incomplete pages will result in the entire application being dismissed. All information will be treated as confidential. All candidates are subject to a Background Check, Credit and Financial History Review, health screen, and other information as requested (performed through an outside agency for complete confidentiality). Upon receipt of aforementioned, and review by the Pastoral Selection Committee, qualified candidates will be contacted in writing with instructions on movement to the next phase of the selection process. NOTE: Successful completion of the aforementioned requirements is no guarantee of employment.

Again, thank you for your interest in our Senior Pastor position.



## Pastor Vacancy Announcement

### *GRACE TEMPLE BAPTIST CHURCH*

15 E. Charleston Avenue | Lawnside, NJ 08045 | 856-546-6130

#### **Position Overview:**

The Grace Temple Baptist Church of Lawnside NJ, organized in 1915, is an independent Baptist Church located in Southern New Jersey. GTBC is seeking a full-time pastor called by God to serve as the spiritual leader of the congregation. The pastor's responsibility is to proclaim the gospel of Jesus Christ, to teach the Bible, to provide Christian leadership in all areas of the church and to engage in pastoral care of the congregation. The pastor is also responsible for the overall leadership of the day-to-day operations of the church, services, membership and promoting the spiritual interest and growth of the church.

The Senior Pastor's primary role shall be preaching, teaching, and training the congregation in the wisdom and knowledge of Christ Jesus according to the Holy Scriptures; having general Pastoral oversight over all ministries. This Senior Pastor should be ready to affirm the authority of the Scriptures the hope of Jesus and exalt biblical principles to encourage the congregation.

#### **Major Qualifications**

- Ordained and licensed minister of the Baptist denomination who meets the qualification specified in I Timothy, Chapter 3, and Titus, Chapter 1
- Have thorough knowledge of all Baptist doctrine and beliefs
- The ability to prepare and deliver biblically sound, inspirational, and spirit filled sermons
- The ability to provide Bible-based teaching; a very capable teacher of God's Word
- A vision for growing church membership that is rooted in the Word of God
- Must possess a minimum of three (3) to five (5) years of ministerial level experience in an established Baptist church
- A commitment to and experience with increasing the numbers and spiritual development of youth and young adults in the congregation
- A commitment to Christian education, missions, evangelism and outreach
- Exceptional standards of personal character, ethics; moral integrity must be above reproach
- Strong commitment to providing ongoing discipleship training for ministry leaders including Deacons, Stewards and Ministerial Staff
- Demonstrates competence in leadership, management and communications (oral and written).
- Works closely with the Elders Council and directs the ministry of the other pastoral and support staff of the church
- The ability to identify and communicate goals and effective strategies for leading the church through change
- Strong commitment to local district, state and national missions

#### **Minimum Qualifications**

- Bachelor Degree with correlating studies in Bible and Theology from an accredited institution
- Three (3) years previous ministerial experience



15 East Charleston Avenue, Lawnside NJ 08045  
Phone #856.546.6130 — www.gracetemplebaptist.org  
email—pastoralresume@gracetemplebaptist.org

<b>PERSONAL INFORMATION</b>		DATE _____
Name _____		
Last	First	Middle
Present address _____		
Street	City	State      Zip
How long have You lived at this address _____ Previous Address (If less than 5 years) _____		
Telephone: Home (____) _____ Business (____) _____ Cell (____) _____		
Email address: _____ Personal website address (if available): _____		
If hired, can you present proof of your legal right to live and work in this country? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Number of years lived in the U.S. _____		
Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Single		
If Married, Name of Spouse: _____		
Is this your first Spouse? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Names and Ages of Children:		
Are you ordained? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Date and Place of Ordination: _____		
Denomination: _____		
Have you been baptized by immersion? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Do You aspire to uphold Baptist Polity and Doctrine as specified in the New Hampshire Articles of Faith? <input type="checkbox"/> YES <input type="checkbox"/> NO		
HAVE YOU EVER FILED FOR BANKRUPTCY? <input type="checkbox"/> No <input type="checkbox"/> Yes		
If yes, please state the nature and circumstances of the bankruptcy:		
_____		
_____		
_____		
HAVE YOU EVER BEEN CONVICTED OF A FELONY? <input type="checkbox"/> No <input type="checkbox"/> Yes		
If yes, please state nature of the crime(s), when and where convicted and disposition of the case:		
_____		
_____		



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**EDUCATIONAL BACKGROUND**

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete Mailing Address)	NO. OF YEARS COMPLETED	MAJOR & DEGREE
College/University				
Vocational or Technical School				
Graduate School				
Other				

**Additional Academic Experience (post secondary)**

Please list courses attempted and whether or not completed; P/T or F/T; dates; institutions and awards received.

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Please briefly describe your general background: summarize your ministry strengths and weaknesses; ministry preferences and vision; and your special interests in ministry.

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*[If you answer "Yes" to any of the questions in the following section, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or other appropriate explanation. A conviction record will not automatically be a bar to 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.]*

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer?  No  Yes

Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave a job or volunteer position on the grounds of any unlawful sexual behavior, or violation of an employer's sexual misconduct or harassment policy?  No  Yes

Have you ever been charged in civil or criminal proceedings with improprieties regarding children?  No  Yes

Have you ever entered a plea of guilty, 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?  No  Yes

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



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WORK EXPERIENCE		
<b>Work Experience</b> Please list your work and/or ministry experience for the <b>past five years</b> beginning with your most recent job held. If you were self-employed, give firm name. <b>Attach additional sheets if necessary.</b>		
Name of employer:	Name of last supervisor:	
Address:	<b>Employment dates</b>	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Name of employer:	Name of last supervisor:	
Address:	<b>Employment dates</b>	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Name of employer:	Name of last supervisor:	
Address:	<b>Employment dates</b>	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Name of employer:	Name of last supervisor:	
Address:	<b>Employment dates</b>	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO		
What evidence is there that you are able to operate cross-culturally and be at home in a multi-cultural community? What experience have you had in a multi-cultural community? _____ _____ _____		



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Phone #856.546.6130 — [www.gracetemplebaptist.org](http://www.gracetemplebaptist.org)  
email—[pastoralresume@gracetemplebaptist.org](mailto:pastoralresume@gracetemplebaptist.org)

### LEADERSHIP ROLES

Leadership of a church involves several roles. Consider the following list and rank your leadership responsibility in each of the areas listed. Please evaluate the areas as if Jesus is doing the evaluation.

(1) Low (2) Adequate (3) Average (4) Above Average (5) Excellent

#### CHURCH LEADERSHIP RESPONSIBILITIES:

- \_\_\_\_\_ General Pastoral Care
- \_\_\_\_\_ Oversight and coordination of day-to-day operations of the church
- \_\_\_\_\_ Preaching
- \_\_\_\_\_ Management and Administration.
- \_\_\_\_\_ Youth Ministry.
- \_\_\_\_\_ Training, Counseling, Teaching and Mentoring.
- \_\_\_\_\_ Outreach to the wider community.
- \_\_\_\_\_ Support and oversight of staff and volunteers (leaders and coordinators of various activities)
- \_\_\_\_\_ Collaborative decision making in boards or committees.
- \_\_\_\_\_ Personal professional development.
- \_\_\_\_\_ Networking, facilitating partnerships, promoting unity.

***In which of these areas are you the strongest? Please elaborate below.***

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***In which of these areas is the greatest opportunity for growth on your part? Please elaborate below.***

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***What evidence is there to confirm you have strengths in the areas listed above?***

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PROFESSIONAL REFERENCES		
<b><u>DO NOT LIST FAMILY MEMBERS OR RELATIVES AS REFERENCES</u></b>		
Give three references who are qualified to speak of your spiritual experience and Christian service. <u>List your current pastor first</u>		
Name/Complete Address	Phone	Position
Give three references who are qualified to speak of your professional training and experience. <u>List your current or most recent supervisor first.</u>		
Name/Complete Address	Phone	Position

**AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)**

Please Read Carefully, Initial Each Paragraph and Sign Below

_____ Initials	I certify that all information in this application is accurate and complete to the best of my knowledge and I have not knowingly withheld any information that might affect the possibility for employment by Grace Temple Baptist Church. I understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of employment.
_____ Initials	I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with Grace Temple Baptist Church creates an actual or implied contract of employment. I understand that, if I accept employment with Grace Temple Baptist Church, it will be on an at-will-basis. This means that either Grace Temple Baptist Church or <u>I have the right to terminate the employment relationship at any time in accordance with the practices allowed in their Constitution and By-Laws.</u>
_____ Initials	I understand that if I am selected as a viable candidate worthy of further consideration, in order to move forward, I must agree to a "credit check" and "background check" in accord with the address previously listed and the social security number I will have to provide at the time of request.

**MINISTRY PERSPECTIVE:**

Please provide brief statements on the following subjects (attach additional pages if necessary)

1. Describe your predominate approach to ministry (ex. Biblical headship, Congregationalist philosophy)
2. What is your position on Conventions (National and Local), Associations and Church Union Fellowships.
3. Please briefly describe or comment on the following stewardship items:
  - a. Personal devotional life
  - b. Goals for and or program for continuing education
  - c. Financial stewardship / tithing
4. How would you rate your physical health and what do you do to maintain physical and mental health?
5. What is your family's role in ministry?
  - a. Does your spouse share in your sense of call to the ministry?
  - b. Does your spouse have a profession or vocation separate from yours?
  - c. Does your spouse see their role as a supportive one, or do they have their own ministry?

**FAILURE TO COMPLETE THIS APPLICATION PROCESS AS PRESCRIBED WILL DISQUALIFY YOU FROM CONSIDERATION**

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Date Postmarked \_\_\_\_\_ Date received by Pulpit Search Committee \_\_\_\_\_