

Pleasant Grove Missionary Baptist Church
566 Whitlock Avenue
Marietta, Georgia 30064
(770) 428-3861
pgmbc-cobb.org

Pastoral Vacancy Announcement

Pleasant Grove Missionary Baptist Church, Incorporated, in anticipation of our Pastor's retirement, is actively seeking our Shepherd's successor. The selected candidate will be biblically qualified as recorded in our sacred scriptures, Titus 1:5-9, 1 Timothy 3:1-7, 1 Peter 2:25, and Luke 15:4-7. The pastor must have received a genuine calling from our Lord to minister, shepherd, council, and lead God's people towards righteous living, humble servitude, and spiritual stewardship. The pastor must support the church's current vision and mission and be willing to modify such so as to maintain relevancy for the community in which it serves. It will be the responsibility of the pastor to provide pastoral leadership with a spirit of collaboration between ministry leaders and ministerial/layperson staff to oversee the management of our church. In addition, the pastor must always strive to attend to the overall physical and spiritual health of the church with a heartfelt desire to share the Gospel as God's Word at Pleasant Grove Missionary Baptist Church and throughout the community.

Pleasant Grove Missionary Baptist is located in historic Marietta, Georgia. As a historically significant Church, Pleasant Grove Missionary Baptist Church has been serving the Lord as an organized body of Christ since 1888 with a dedicated and vibrant membership. We are a family church that flourishes in an environment built on close relationships, community involvement/advocacy, and spiritual influence. To enhance our desire for growth and diversity, we are seeking a spiritual leader and teacher who expounds the biblical text in dynamic, creative, and insightful ways. Our leader must be an effective communicator of well-prepared sermons and a person with proven leadership and administrative skills to help capitalize on the diverse, emerging community where the church is located.

Duties and Responsibilities

- Oversee the spiritual development of the church body through life-changing preaching and teaching that is biblically sound, relevant, and challenging.
- Oversee administrative function.
- Plan worship services for the church, collaborating with ministry leaders, ministry staff, and lay staff.
- Supervise and provide direction to and oversee development of ministry leaders, ministry staff, as well as individual church ministries.
- Create, implement, and administer structured minister training and continuing development pre/post licensing and ordination.
- Develop and facilitate implementation of a plan for church growth both spiritually and numerically.
- Oversee and participate in the care and nurturing of the church membership through visitation and crisis intervention and pastoral care.

- Lead and serve in community and ecumenical activities and programs.
- Emphasize discipleship, evangelism, and missions.
- Lead in the administration of our sacred ordinances of the Lord's Supper and Baptism.
- Fulfill these duties as previously outlined as a *full-time* undertaking, maintaining scheduling flexibility as needed.

Knowledge, Qualification, & Skills

- Born-again, baptized believer, who loves the Lord, is spirit filled, energetic, enthusiastic, and dynamic.
- Ability to teach, preach, and apply God's Word by communicating the Gospel in a way that connects with the people and relates the bible to the lives of all age groups.
- Ability to utilize modern technology for effective ministry.
- Ability to effectively communicate goals and strategies using strong spiritual and administrative leadership skills.
- Emulate strong interpersonal skills that foster a spirit of inclusion and love for all people.
- Demonstrated skills in inter and intra-personal conflict resolution, team building, and community activism.
- Must demonstrate extraordinary pastoral care abilities with proven successes.
- Licensed and Ordained Baptist Minister
- A minimum of BA in Theology or Religion and/or Master of Divinity (MDIV). Either must be from a regionally accredited college or university. [Association of Theological Schools (ATS) credentialed – *preferred*]
- Prior pastoral experience *preferred*

How to Apply:

Please complete application in its entirety and hit submit button at the end. Also, submit cover letter, résumé, Philosophy of Ministry and a Statement of Faith, recent sermon audio or video, individual or family picture as well salary requirements. Submission can be made via mail or email. If emailing, please include Pleasant Grove Missionary Baptist Church Pastor Applicant" and your name in the subject line. Links to online videos can also be submitted via email. Qualified candidates must agree to background check, drug screening and credit check. Information will be accepted until 1 November 2016 unless position is filled prior to this date. Submitted materials will become the property of Pleasant Grove Missionary Baptist Church and WILL NOT be returned.

Contact Information:

Pleasant Grove Missionary Baptist Church
 566 Whitlock Avenue
 Marietta, Georgia 30064
 Attn: Mr. Ruthven LeQuay
 Business Office Manager
 pgmbc@pleasantgrovechurch.org

PLEASANT GROVE

Missionary Baptist Church
est. 1888



Pleasant Grove Missionary Baptist Church Pastor Application

Section I: Personal Information

Name: Last: _____ First: _____ Middle: _____

Are you known by another name? If So please list: _____

Address: _____ City: _____ State: _____ Zip: _____

Mailing Address, if different: _____
City State Zip Code

Contact Numbers: Home: _____ Cell: _____ Business: _____

E-mail Address(es): _____, _____

Preferred method of contact regarding this position? (Check One) - Home Cell Business E-mail Mail

Birth Date: _____ Birth Place: _____ Number of years lived in 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)

Home Address	City	State	Zip
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Home Address	City	State	Zip
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Home Address	City	State	Zip
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Social Media footprint (e.g. Twitter handle, LinkedIn, Facebook page, Instagram, etc. if applicable)

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

Are you able to perform essential functions of this position with or without reasonable accommodations? Yes _____ No _____
If needed please explain: _____

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 (include any prior marriages) Dates and Place:

Section II: 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 IIIa: Educational Background

Undergraduate School: Name: _____

Major: _____ Minor: _____ Did you Graduate? Yes: _____ No: _____ Degree: _____

Dates of attendance: From: _____ To: _____

Seminary Name: _____

Concentration: _____ Did you Graduate? Yes: _____ No: _____ Degree: _____

Dates of attendance: From: _____ To: _____

Graduate School Name: _____

Major: _____ Minor: _____ Did you Graduate? Yes: _____ No: _____ Degree: _____

Dates of attendance: From: _____ To: _____

Post Graduate Studies Name: _____

Area of Study: _____ Did you Graduate? Yes: _____ No: _____ Degree: _____

Dates of attendance: From: _____ To: _____

Section IIIb: Military Service

Branch: _____ DOS: From _____ To _____

Date of Discharge: _____ Type of Discharge: _____

Section IIIc: Employment History

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

Employer #1 Name: _____

Address: _____
City State Zip Code

Your Position: _____ Start Date: _____ End Date: _____

Type of Employment? Full-Time: ___ Part-Time: ___ Reason for leaving: _____

Employer #2 Name: _____

Address: _____
City State Zip Code

Your Position: _____ Start Date: _____ End Date: _____

Type of Employment? Full-Time: ___ Part-Time: ___ Reason for leaving: _____

Employer #3 Name: _____

Address: _____
City State Zip Code

Your Position: _____ Start Date: _____ End Date: _____

Type of Employment? Full-Time: ___ Part-Time: ___ Reason for leaving: _____

Employer #4 Name: _____

Address: _____
City State Zip Code

Your Position: _____ Start Date: _____ End Date: _____

Type of Employment? Full-Time: ___ Part-Time: ___ Reason for leaving: _____

Employer #5 Name: _____

Address: _____
City State Zip Code

Your Position: _____ Start Date: _____ End Date: _____

Type of Employment? Full-Time: ___ Part-Time: ___ Reason for leaving: _____

Employer #6 Name: _____

Address: _____
City State Zip Code

Your Position: _____ Start Date: _____ End Date: _____

Type of Employment? Full-Time: ___ Part-Time: ___ Reason for leaving: _____

Section IV: References

Please list three references consisting of at least one each of a Pastor, Colleague, and Layperson.

Full Name: _____ Relationship: _____

Organization: _____ Contact Number: _____

Address: _____
City State Zip Code

Full Name: _____ Relationship: _____

Organization: _____ Contact Number: _____

Address: _____
City State Zip Code

Full Name: _____ Relationship: _____

Organization: _____ Contact Number: _____

Address: _____
City State Zip Code

Additional/Personal References (Three Required)

Full Name: _____ Relationship: _____

Organization: _____ Contact Number: _____

Address: _____
City State Zip Code

Full Name: _____ Relationship: _____

Organization: _____ Contact Number: _____

Address: _____
City State Zip Code

Full Name: _____ Relationship: _____

Organization: _____ Contact Number: _____

Address: _____
City State Zip Code

Section V: 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.

If you answer yes to any of the following questions in this section, please attach a separate sheet indicating the nature of the suit, charges of offense, when and where charged, the date, court, and disposition or other appropriate explanation. An arrest or a conviction record will not automatically bar an applicant 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 and where and the case disposition. *Attach additional sheet if necessary.*
- 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 your 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.*
- 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 with sexual harassment? Yes:____ No:____

Section VI: Applicant Checklist

- ____1. A completed application.
- ____2. A DVD of a sermon delivered within the past 12 months.
- ____3. A copy of a license and ordination certificate.
- ____4. Certified copies of degrees mailed from the issuing institution. Institution (1) Enclosed is a certified copy or (2) Requested a certified copy to be mailed from the issuing institution.
- ____5. Three recommendation letters (Pastor, Colleague, Layperson).
- ____6. A completed and signed application checklist.
- ____7. Current color photo (5x7).
- ____8. Copy of Driver's License or State Identification.
- ____9. Cover Letter, Résumé, Philosophy of Ministry statement, and Statement of Faith
- ____10. Statement of Salary Requirements

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

Applicant Typed Name: _____

Applicant Signature: _____
(Signature is required at time of interview)

Date: _____

Section VII: Certification and Signature

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 and 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 Pleasant Grove Missionary Baptist church creates an actual or implied employment. I understand that, If I am offered and accept employment with Pleasant Grove Missionary Baptist Church it will be at-will basis. This means that either Pleasant Grove Missionary Baptist Church 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 Pleasant Grove Missionary Baptist Church. I authorize the schools, my former employers, and people named in this application to release to Pleasant Grove Missionary Baptist Church any information requested to verify the information on this application, and my education, character, and employment history with them as allowed by law. I also give Pleasant Grove Missionary Baptist Church 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.**

_____ **I understand that if I am a finalist I will have to submit to a background check.**

_____ **I understand that if I am a finalist I will have to provide credit history.**

Signature of Applicant _____

**Position Applied For: Full-Time Pastor,
Pleasant Grove Missionary Baptist Church
566 Whitlock Avenue NW
Marietta, GA 30064**