



Jerriel Missionary Baptist Church

1018 Wesley Avenue / Cincinnati, Ohio 45203 / (513) 721-5936 (Office)

PASTORAL OPENING

Jerriel Missionary Baptist Church, located in Cincinnati, Ohio (Hamilton County) and organized in 1925, is seeking an ideal **Pastor** who would be **Bi-vocational** (residing and working within a 100-mile radius of Cincinnati), and who is **called by God** and dedicated to the ministry of the Lord Jesus Christ. The Pastor shall be guided by the principles set forth in **First Timothy 3:1-7** and **Titus 1:5-9**. The Pastor shall direct and instruct the congregation in religious truth and guide the church to internal order. All candidates must be licensed and ordained in the Baptist Church and seek to lead the congregation with vision and purpose. The Pastor shall be a believer in the basic doctrine of the Baptist Church and a committed Preacher of the Gospel, with theological education and work experience.

PLEASE NOTE: All candidates shall be responsible for their application expenses (i.e., postage, travel, etc.).

A successful candidate will meet the following minimum **QUALIFICATIONS** criteria:

- Be a licensed and ordained Baptist Minister with a Bible or Seminary degree[s] from an accredited institution.
- Possess minimum ministry experience of 6 years, with significant background in church administration (e.g. Senior Pastor, Assistant Pastor, Associate Minister, Youth Minister and Ministry Leader).
- Demonstrate ability to preach biblically sound (inspirational and spirit-filled) sermons.
- Demonstrate ability to strengthen and support youth and elderly ministry programs.
- Actively involved and engaged in community affairs.
- Associated with the National Baptist Convention.
- Possess upright personal character and sound financial management history.

The following are primary **DUTIES** of a pastor:

- Provide guidance and support to church ministries and staff through effective administration, organization and communication (written and oral) skills.
- Oversee worship services, church programs, weddings, funerals, baby dedications, etc.
- Provide licensed pastoral counseling and care (visitation) to church membership experiencing illness, bereavement, and traumatic life experiences.
- Administer the Holy ordinances of Baptism and Communion.
- Be the primary teacher of the uncompromising Word of God.
- Demonstrate ability to work effectively with members across all ages and gender.
- Provide leadership to the deacons, trustees, officers and ministry leaders of the church.
- Establish office hours sufficient to effectively administer church affairs (i.e., conduct Bible Study, church business meetings, participate in Sunday School, etc.).

How to APPLY:

All interested and qualified persons must submit a **CANDIDATE PACKET** consisting of the following documentation:

- Completed 'Jerriel Missionary Baptist Church Pastoral Candidate Application' (**SECTION I – SECTION X**).
- Updated Resume, Cover letter, Copy of ministerial license and ordination certificates.
- Copy of degrees, and DVD of recent sermon, if possible.

Mail all applications and documentation in 'Regular Mail' to:

Jerriel Missionary Baptist Church
c/o Pastoral Search Committee
1018 Wesley Avenue
Cincinnati, Ohio 45203:
Attn: Melvin L. Reeves, Chairperson

Submission Instructions:

Only one submission will be accepted. **Deadline for submission is May 31, 2018.** Missing information will result in automatic disqualification.

Final candidates will be notified and requested to provide additional information later in the selection process. Final candidates must consent to reference check, criminal history background check, a drug screening test, and a credit/financial history review (performed through outside agencies for complete confidentiality).

All information forwarded to Jerriel Missionary Baptist Church will be treated as "**CONFIDENTIAL.**" For additional information or questions, please submit your request to the Jerriel Missionary Baptist Church; Pastoral Search Committee; 1018 Wesley Avenue; Cincinnati, Ohio 45203; Attn: Melvin L. Reeves, Chairperson.

NO PHONE CALLS, PLEASE.

THANK YOU!



Jerriel

Missionary Baptist Church

Thank you for your interest in the position of

Pastor (Bi-Vocational)

at Jerriel Missionary Baptist Church.

Please submit your completed 'Candidate Package', by sending to:

**Jerriel Missionary Baptist Church
Pastor Search Committee
C/O Melvin L. Reeves, Chairperson
1018 Wesley Avenue
Cincinnati, Ohio 45203**

SECTION I: PASTORAL APPLICATION PERSONAL INFORMATION

Name: Last: _____ First: _____ Middle: _____

If you're known by another name, please enter: _____

Current Address: _____
Street City State Zip

Mailing Address, if different: _____
Street City State Zip

Numbers: Home: _____ Cell: _____ Business: _____ Other: _____

E-mail Address: _____ Driver's License State/Number: _____

Preferred method of contact regarding this position? Home: Cell: Business: Email: 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:

Home Address: _____
Street City State Zip

Home Address: _____
Street City State Zip

Home Address: _____
Street City State Zip

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 accommodation?

Yes No If needed, please explain (*Attach an additional sheet, if necessary*).

PERSONAL INFORMATION CONTINUED:

Marital Status: (Check one): Single Married Widowed Divorced

If married, Spouse's Full Name: _____

Number of years of marriage: _____ (Please include a copy of the marriage license.)

Number of Children: _____ Children Ages/Names: _____

Have you been divorced? If so, please list your marital history (names/dates/children):

Please list your hobbies and special interests: _____

Please list the training and major interests of your spouse: _____

Please list your spouse's qualities and characteristics toward your vocation: _____

Do you have any other vocational or jobs skills? _____

Please list the total amount of debt owed other than mortgage: _____

SECTION II: ORDINATION AND CURRENT CHURCH

Are you licensed? Yes No Are you ordained? Yes No

Ordination date and place: _____ By Whom: _____

Address: _____
Street City State Zip

Name of your current church-home? (Where you presently hold membership.)

_____ Phone: _____

Address: _____
Street City State Zip

SECTION III: EDUCATIONAL BACKGROUND

Undergraduate School: _____

From: _____ To: _____ Did you graduate? Yes No

Degree: _____

Major: _____ Minor: _____

Seminary School: _____

From: _____ To: _____ Did you graduate? Yes No

Degree: _____

Graduate School: _____

From: _____ To: _____ Did you graduate? Yes No

Degree: _____

Doctorate (If applicable): _____

From: _____ To: _____ Did you graduate? Yes No

Degree: _____

Other School: _____

From: _____ To: _____ Did you graduate? Yes No

Degree: _____

Major: _____ Minor: _____

SECTION IV: MILITARY BACKGROUND

Are you a Veteran? Yes No

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

SECTION V: EMPLOYMENT WORK HISTORY

Please list your employers within the last ten (10) years.

Employer #1 Name: _____

Street Address: _____

City

State

Zip Code

Position/Title: _____ Type of Employment: Full-Time: Part-time:

Start Date: _____ End Date: _____ Supervisor: _____

Reason for Leaving: _____

Employer #2 Name: _____

Street Address: _____

City

State

Zip Code

Position/Title: _____ Type of Employment: Full-Time: Part-time:

Start Date: _____ End Date: _____ Supervisor: _____

Reason for Leaving: _____

Employer #3 Name: _____

Street Address: _____

City

State

Zip Code

Position/Title: _____ Type of Employment: Full-Time: Part-time:
Start Date: _____ End Date: _____ Supervisor: _____
Reason for Leaving: _____

Employer #4 Name: _____
Street Address: _____
City State Zip Code

Position/Title: _____ Type of Employment: Full-Time: Part-time:
Start Date: _____ End Date: _____ Supervisor: _____
Reason for Leaving: _____

Employer #5 Name: _____
Street Address: _____
City State Zip Code

Position/Title: _____ Type of Employment: Full-Time: Part-time:
Start Date: _____ End Date: _____ Supervisor: _____
Reason for Leaving: _____

SECTION VI: REFERENCES

Please list a minimum of four (4) references consisting of clergy, employer and personal (persons not related to you). Each reference shall be contacted.

Full Name: _____ Relationship: _____
Organization: _____ Telephone Number: _____
Address: _____
Street City State Zip

Email: _____

Full Name: _____ Relationship: _____
Organization: _____ Telephone Number: _____
Address: _____
Street City State Zip

Email: _____

Full Name: _____ Relationship: _____
Organization: _____ Telephone Number: _____
Address: _____
Street City State Zip

Email: _____

Full Name: _____ Relationship: _____

Organization: _____ Telephone Number: _____

Address: _____
Street City State Zip

Email: _____

SECTION VII: BACKGROUND INFORMATION

Each candidate will be subject to reference checks, a criminal and background search, a credit and financial history review, and a pre-employment drug screen.

If you answer “Yes” to any of the questions in the section below, 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. Information concerning an arrest or a conviction record will not automatically bar an applicant from employment. Factors such as 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 of any crime? Yes No

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

Adjudication withheld? Yes No

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

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

D. Have you ever entered a plea of not guilty or guilty over plea of no contest, 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.)*

E. Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave or vacate your job or volunteer position on the grounds of any unlawful sexual behavior, or violation of the 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.)*

F. 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 charges(s), when and where charged 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 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 or 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 VII: BACKGROUND INFORMATION CONTINUED:

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

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

If yes, please state nature of the position. (*Attach additional sheet, if necessary.*)

L. Have you ever been accused or charged of sexual harassment? Yes No If yes, please state nature of the action(s), when and where and the disposition. *(Attach additional sheet, if necessary.)*

M. Have you ever filed bankruptcy? If so, please explain:

N. What has led you to consider the pastoral position with Jerriel Missionary Baptist Church? *(Attach additional sheet, if necessary.)*

O. Pastoral Experience (Begin with present or most current, if different from employer's list.) *(Attach additional sheet, if necessary.)*

Name of Church: _____ Position: _____
Church Address: _____ City/State/Zip: _____
Employment Dates: From _____ To _____
Name of Pastor (if applicable): _____
Reason for leaving: _____

Name of Church: _____ Position: _____
Church Address: _____ City/State/Zip: _____
Employment Dates: From _____ To _____
Name of Pastor (if applicable): _____
Reason for leaving: _____

P. Please describe your experience concerning church growth and membership retention. *(Attach additional sheet, if necessary.)*

SECTION VIII: PERSONAL EVALUATION AND DOCTRINAL INFORMATION

PERSONAL EVALUATION

What do you perceive your primary task and role to be as a Pastor, who is Bi-vocational? Please explain in detail.

DOCTRINAL INFORMATION

With number 1 being the most important and number 10 being the least important, please number each item in the order of importance according to your philosophy of ministry:

- | | |
|--|--|
| <input type="checkbox"/> Preaching | <input type="checkbox"/> Teaching |
| <input type="checkbox"/> Counseling | <input type="checkbox"/> Music |
| <input type="checkbox"/> Administration/Leadership | <input type="checkbox"/> Discipleship |
| <input type="checkbox"/> Evangelism | <input type="checkbox"/> Building Relationships |
| <input type="checkbox"/> Visitation | <input type="checkbox"/> Motivating and Inspiring Others |
| <input type="checkbox"/> Visionary | <input type="checkbox"/> Community Involvement |

Briefly, please provide your philosophy of ministry. Include your convictions regarding:

The Role of Church Leaders:

Discipleship:

Evangelism:

Church Polity:

Any other areas of ministry you believe are important:

SECTION IX: APPLICANT CHECKLIST

- Letter of Interest, current resume (including detailed listing of ministerial/pastoral experiences and accomplishments).
- Completed application.
- DVD/CD of a sermon delivered within the past year.
- Current, relevant Ministerial License(s), Ordination Certificate with the appropriate seal.
- Certified copies of degrees mailed from the issuing accredited institution(s).
- Reference letters from each of the following:
 - Current and/or former Pastor (1)
 - Personal (not related) (2)-one must be from a lay person/member of a church
- Current color photo (head shot) (5x7).
- Copy of Driver's License or State Identification.
- Copy of DD214, if reporting Military Status.
- Completed and signed Application Checklist.

NOTE: Any Application Packet that does not include the items listed above WILL NOT BE CONSIDERED. THERE ARE NO EXCEPTIONS.

Applicant Print Name: _____

Applicant Signature: _____

Date: _____

SECTION X: CERTIFICATION AND RELEASE OF INFORMATION

The Pastoral Search Committee reserves the right to verify any information provided by the applicant. Please read and initial the statements listed below, then sign the 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 accurate to the best of my knowledge and have been made with no mental reservations whatsoever. Further, I have not withheld any information that may adversely affect my opportunity for consideration of employment. I understand that misleading or false statements will constitute sufficient cause for refusal of hire, immediate termination of employment and covenant agreement.

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

_____ I authorize the release of national and state criminal records, as well as credit and financial history report to the Jerriel Missionary Baptist Church. I authorize the schools, my former employers, and people named in this application to release to the Jerriel Missionary Baptist Church any information requested to verify the information on this application, including my education, character and employment history. I also give the Jerriel Missionary Baptist Church permission to use the information acquired to conduct a criminal history and background search on me.

_____ I further understand that if I am a finalist, I must submit to a pre-employment drug screen.

Name: _____

Print, Sign (*where applicable*), Date and Mail

Signature of Applicant: _____ Date: _____

**Mail Application Packet to: Jerriel Missionary Baptist Church
C/O Melvin L. Reeves, Chairperson
Pastoral Search Committee
1018 Wesley Avenue
Cincinnati, Ohio 45203**