



Pulpit Search Committee

P.O. Box 28319
Santa Ana, Ca 92799-0100
Phone: 714-741-0585
Web: sbchurchfamily.org

PASTORAL VACANCY ANNOUNCEMENT

Committee Members: October 2011

Sis. Connie Jones
Chair

Bro. Burnie Hayes
Vice Chair

Sis. Kathi Bowman
Corresponding
Secretary

Sis. Anita Mumford
Recording Secretary

Min. Dwayne Roberts
Chaplain

Bro. James Miles

Sis. Dottie Mulkey

Alternate Members:
Bro. Gordon Jackson

Deacon Herman Peters

Min. Paul McReynolds

Qualifications

The consensus of the church membership is that we are seeking a Pastor who has the following qualifications, experience, characteristics and attributes. The applicant must be a College and seminary graduate, be a bible scholar, a person with Baptist pastoral experience with a congregation of 300-500 or more members, must have experience as a Preacher and Teacher, who utilizes Baptist doctrine and is an experienced family, youth and marriage counselor. Must be a skilled communicator-both verbal and written, be a leader with a team-approach leadership style, must be a person with a community involvement and outreach orientation and be an active and energetic individual who enjoys a variety of endeavors.

Job Description:

1. Serve the congregation by the direction of the Holy Spirit and meet the needs of the church body.
2. Receive counsel from the deacons who serve the congregation and adhere to the church's constitution, by-laws and previously adopted policies.
3. Carry out the purpose and mission of the church in conjunction with the deacons; oversee and manage all conflict and discipline issues.
4. Consult with the trustees and deacons regarding personnel, financial and property issues.
5. Plan and conduct the worship service; prepare and deliver sermons; lead in observance of ordinances.
6. Lead the church in evangelism and community outreach.
7. Perform wedding, funeral, counseling and visitation services.
8. Lead and direct all church ministries; moderate all church business and special meetings.
9. Participate with national, state and local associations and conventions.
10. Represent the church in all community and civic matters.

Pulpit Search Committee Mission:

The SBC Pulpit Search Committee prayerfully seeks to find and recommend for approval by membership several candidates for the congregation's selection of a senior pastor.

Committee Scripture:

Trust in the LORD with all your heart; and lean not unto thine own understanding. In all thy ways acknowledge him, and he shall direct thy paths. Proverbs 3: 5,6



Second Baptist Church of Santa Ana

Call for Applications for The Position of Senior Pastor
Application Check List

	Required Application Components
<input type="checkbox"/>	Completed Application
<input type="checkbox"/>	Resume
<input type="checkbox"/>	DVD/CD of delivered sermon (audio and visual)
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Name: _____

Date: ___/___/___

Signature: _____

Current Title: _____

Phone Number: _____

E-Mail Address: _____

All required application components must be submitted for your application to be considered. You are permitted to submit other documents, etc. that you believe would be helpful in our review process. All items submitted and information shared will be held in strictest confidence and only made available to the Second Baptist Church of Santa Ana Pulpit Search Committee.

Additional Information:

All candidates will be subject to criminal background checks and drug tests.

Confidential

application_checklist.doc

Last printed 10/21/2011 11:29:00 PM

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Application for Employment SBC Pulpit Search Committee

P.O. Box 28319
Santa Ana, CA 92799-0100
714-741-0585

Second Baptist Church is a caring and effective ministry that honors and worships God in Spirit and in Truth, demonstrating the love of Jesus Christ as its tool of witness to the community and the world.

Full Name: Last		First		M.I.	
Address:					
Street Address					
City:		State:		Zip Code:	
Phone:	()	E-mail Address:			
Are you a citizen of the United States?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	
				YES <input type="checkbox"/>	NO <input type="checkbox"/>
Place of Birth		Sex M/ F	Are you 18 years or Older? Yes ___ No ___ (If under 18, a work permit is required under state/federal law)		
Are you Licensed? _____ Are you Ordained? _____				Marital status _____	
By what organization? _____				Children YES ___ NO ___	
What denomination? _____				If Yes How Many _____	
Have you ever been convicted of a felony?		YES <input type="checkbox"/>	NO <input type="checkbox"/>		
		Have you ever been arrested for a sex offense for which registration as a sex offender may be required under section 290 of the Penal Code? Yes ___ No ___			
		*A conviction of a crime will not necessarily bar you from being considered for employment.			
How did you hear about SBC?					
Website _____					
SBC Member _____					
Other _____					
Do you have any relatives who are members that attend Second Baptist Church? YES _____ NO _____					
If Yes Who? _____ Relationship _____					

Last Name, First Name _____

Education

High School:		Address:					
From:		To:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Diploma:	
College:		Address:					
From:		To:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:	
Other:		Address:					
From:		To:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:	
Other:		Address:					
From:		To:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:	
Other:		Address:					
From:		To:	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree:	
Other:		Address:					

PROFESSIONAL LICENSES/CERTIFICATIONS:

Type _____ No. _____ State _____ Exp. _____

Type _____ No. _____ State _____ Exp. _____

Type _____ No. _____ State _____ Exp. _____

Type _____ No. _____ State _____ Exp. _____

References

Full Name:		Relationship:					
Company:		Phone:	()				
Address:							
Full Name:		Relationship:					
Company:		Phone:	()				
Address:							
Full Name:		Relationship:					
Company:		Phone:	()				
Address:							

Last Name, First Name _____

CHURCH EMPLOYMENT HISTORY

Institution:						Phone: ()		
Address:						Supervisor:		
Job Title:		Starting Salary: \$		Ending Salary: \$				
Responsibilities:								
From:		To:	Reason for Leaving:					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Institution:						Phone: ()		
Address:						Supervisor:		
Job Title:		Starting Salary: \$		Ending Salary: \$				
Responsibilities:								
From:		To:	Reason for Leaving:					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>		

OTHER EMPLOYMENT HISTORY

Institution:						Phone: ()		
Address:						Supervisor:		
Job Title:		Starting Salary: \$		Ending Salary: \$				
Responsibilities:								
From:		To:	Reason for Leaving:					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Institution:						Phone: ()		
Address:						Supervisor:		
Job Title:		Starting Salary: \$		Ending Salary: \$				
Responsibilities:								
From:		To:	Reason for Leaving:					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>	NO <input type="checkbox"/>		

MINISTERIAL QUESTIONS (50 words or less each)

1. What do you perceive to be the primary tasks or duties of a pastor?

2. What are your greatest personal strengths?

3. What are your greatest personal weaknesses?

**4. Rank each category in order of importance according to your philosophy of ministry:
(1= most important, 10=least important)**

- | | | | |
|---------------------|-------------------------|---|--------------------------|
| -----Worship | -----Evangelism | -----Dealing with Interpersonal Differences | -----Christian Education |
| -----Counseling | -----Visitation | -----Discipleship | |
| -----Administration | -----Preaching/Teaching | -----Community Relationships | |

APPLICANT ACKNOWLEDGEMENT

I hereby certify that the information contained in this application form is true and correct to the best of my knowledge and agree to have any of the statements checked by Second Baptist Church unless I have indicated to the contrary. I authorize the references listed above to provide the Second Baptist Church any and all information concerning my previous employment and any other pertinent information that they may have. Further, I release all parties and persons from any and all liability for any damages that may result from furnishing such information to the Second Baptist Church or any of its agents, employees, or representatives. I understand that any misrepresentation, falsification, or material omission of information on this application may result in my failure to receive an offer or, if I am hired, my dismissal from employment.

I also understand that upon receiving any offer of employment made to me will be contingent on my submitting proof of my identity and legal authorization to work in the U.S, the Second Baptist Church's receipt of satisfactory responses to reference requests, the satisfactory completion of a pre-placement criminal background check and post-offer medical examination including a test designed to detect the presence of illegal drugs.

Sign _____

Date _____