

**Christian Fellowship of Love Baptist Church  
Detroit, Michigan  
PASTOR JOB DESCRIPTION**

Christian Fellowship of Love Baptist Church of Detroit, MI established in 2006 and currently has 300+ members, is seeking a spirit filled licensed ordained Baptist minister to serve as full time Pastor for our congregation. The Pastor shall be an experienced visionary who is a dynamic preacher and inspirational leader. He or she shall be a leader lead by faith and a gifted spiritual teacher. The Pastor shall have a leadership vision and a compelling plan for the future of the church.

**Primary pastoral duties:**

- Dedicate and commit to the ministry of the Word and the leadership of the congregation.
- Supervise the overall programs and ministries of the church.
- Offer advice and recommendations to aid in building a financially sound body.
- Preach and teach the Gospel.
- Coordinate a process to minister to all members who are in need of Pastoral Care.
- Prepare and preach the Gospel so as to affect a more informed membership about Biblical doctrine and facilitate the development of Christian character.
- Administer the ordinances of the Lord's Supper and Baptism.
- Witness to the unsaved.
- Serve as a spiritual leader and mentor to the children, new Christians, and youth/teens of the church.
- Play a strong leadership role in recommending and carrying out plans for improvements to the church facilities.
- Develop relationships with the Baptist denomination's local and regional leadership.
- Emphasize discipleship and spiritual development.
- Nurture a praying church body.
- Build relationships in which people are connected and care for one another.
- Foster evangelism and a church that shows Jesus through word and action.
- Spend time daily in personal time with God in prayer and scripture reading.
- Devote sufficient time to sermon preparation.
- Meet regularly with ministry leaders who plan and organize ministry activities.
- Officiate weddings, funerals, baby dedications, etc.
- Support and commit to the Christian Fellowship of Love Baptist Church mission statement, covenant, and By-Laws.
- Have an active role in Bible study, Sunday school and prayer meeting.
- Train deacons as well as serve as spiritual leader and mentor to the deacons and pastoral staff.

**The successful candidate must possess at a minimum the following personal qualities and skills:**

- Leadership skills
- Excellent speaker
- Teaching skills
- Humility
- Intelligent
- Dedicated and driven
- Visionary
- Preaching style that provides practical and clear application where the scriptural text provides the meaning

**Professional Qualifications:**

- 6-10 years of experience as pastor
- Equivalent academic preparation to attending seminary
- Experience serving in a church with multiple staff members
- Experience serving as pastor to a church with approximately 300-500 members
- Licensed ordained Baptist credentials

**How to Apply:**

All interested and qualified persons must submit an initial candidate package consisting of the following documentation:

- Completed Christian Fellowship of Love Baptist Church job application (attached)
- Current resume
- Cover letter
- Copy of ministerial license and ordination certificate
- Copy of degree(s)
- Four recommendation letters- clergy, professional, personal (at least 2 from clergy)

*All information submitted will be treated as confidential. Additional information may be requested and/or required.*

**FINAL CANDIDATES MUST CONSENT TO: REFERENCE CHECKS, AN EDUCATION/CREDENTIAL VERIFICATION, A CRIMINAL HISTORY BACKGROUND CHECK, A DRUG TEST, AND A CREDIT AND FINANCIAL HISTORY REVIEW.**

Send application and documents by December 31, 2013 to:

Attn: Pastoral Search Committee  
P.O. Box 19759  
Post Office - Old Redford  
22503 Grand River Ave  
Detroit, MI 48219-5030

\*\*\* All correspondence must be sent to the PO Box

## Christian Fellowship of Love Job Application

### Personal Information

Full Legal Name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Female [ ] Male [ ]

Single [ ] Married [ ] Divorced [ ] Widow(er) [ ] I have [ ] dependents.

Paying child support, yes [ ] no [ ]

If married, spouse's name \_\_\_\_\_

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

How long at this address \_\_\_\_\_

Mailing Address (if different from street address) \_\_\_\_\_

List all addresses and residences for the last ten (10) years:

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

Dates: \_\_\_\_\_

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

Dates: \_\_\_\_\_

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

Dates: \_\_\_\_\_

Telephone: \_\_\_\_\_ (home) \_\_\_\_\_ (cell)

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

Are you licensed? \_\_\_\_\_ Date: \_\_\_\_\_ Location: \_\_\_\_\_

Are you ordained? \_\_\_\_\_ Date: \_\_\_\_\_ Location: \_\_\_\_\_

Have you been baptized by immersion? \_\_\_\_\_

If you have not, would you consider being baptized by immersion? \_\_\_\_\_

Current church in which you are a member and position: \_\_\_\_\_

Number of years as a minister: \_\_\_\_\_ Years you have been a pastor: \_\_\_\_\_

Have you ever filed bankruptcy? \_\_\_\_\_

If yes, explain: \_\_\_\_\_

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**(If you answer “Yes” to any of the eight 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.)**

1. Have you ever been arrested or convicted for any offense? \_\_\_\_\_
2. Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? \_\_\_\_\_
3. 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? \_\_\_\_\_
4. Have you ever been charged in civil or criminal proceedings with improprieties regarding children?  
\_\_\_\_\_
5. Have you ever entered a plea of guilty, a 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? \_\_\_\_\_
6. Have you ever been suspended, discharged or resigned in lieu of discharge from any position? \_\_\_\_\_
7. Have you ever been treated for substance abuse? \_\_\_\_\_
8. Have you ever been a plaintiff or defendant in an administrative, civil matter of lawsuit? \_\_\_\_\_

**Education History**

**\*\*\* If this information does not appear on your resume, please list below or attach a separate sheet.**

<u>Type of School</u>	<u>Name of School</u>	<u>Location</u>	<u>Years</u>	<u>Major/Degree</u>
College/University				
Graduate School				
Other				

Additional Academic Experience (Post Secondary): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List awards and honors that you have received: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any certifications that you have received: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List any other information you feel is relevant for this position: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Work Experience**

Please list your work and/or ministry experience for the past ten years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

May we contact this employer for references? \_\_\_\_\_

- Name of employer: \_\_\_\_\_

Name of last supervisor: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

Last Job Title: \_\_\_\_\_

Reason for leaving (be specific) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

May we contact this employer for references? \_\_\_\_\_

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Name of last supervisor: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

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

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

Phone Number: \_\_\_\_\_

Employment Dates: From \_\_\_\_\_ to \_\_\_\_\_

Last Job Title: \_\_\_\_\_

Reason for leaving (be specific) \_\_\_\_\_

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

May we contact this employer for references? \_\_\_\_\_

- Name of employer: \_\_\_\_\_

Name of last supervisor: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_





## **References**

Give three (3) references that are qualified to speak on your spiritual experience and Christian service. (DO NOT list relatives for references.)

1. List below – full name, complete mailing address, best contact telephone number and position:

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2. List below – full name, complete mailing address, best contact telephone number and position:

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3. List below – full name, complete mailing address, best contact telephone number and position:

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Give three (3) references that are qualified to speak on your professional training and experience. (DO NOT list relatives for references.)

1. List below – full name, complete mailing address, best contact telephone number and position:

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2. List below – full name, complete mailing address, best contact telephone number and position:

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3. List below – full name, complete mailing address, best contact telephone number and position:

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**Agreement/Authorization Release**

**Please Read Carefully, Initial Each Paragraph and Sign Below**

\_\_\_\_\_initials 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.

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

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

By signing below, I agree that I have read and understand all three paragraphs above:

X \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**PLEASE NOTE: If you are selected as one of the top 3 candidates, your Social Security Number will be required for a credit check.**