



**SECOND MISSIONARY BAPTIST CHURCH
KOKOMO, IN**

PASTORAL VACANCY ANNOUNCEMENT

POSITION OPEN 3/7/2014 UNTIL FILLED

The Second Missionary Baptist Church was founded and organized in 1887 making it one of the oldest congregations in the city of Kokomo, IN. The membership consists of approximately 300 active members. With the retirement (after 32 years) of our recent Pastor, Rev. Dr. Robert A. Lee, the Pulpit Search Committee is seeking the mind and will of God as we continue our inheritance. Second Missionary Baptist Church has been a beacon of light in the Kokomo Community for 126 years. Our new pastor must be responsible for the biblical and spiritual obligations unto God as outlined in 1 Timothy 3:1-7 and Titus 1:5-9. Therefore, a candidate must be a man after God's own heart (1 Samuel 13:14). Second Missionary Baptist Church seeks a visionary with strong leadership skills who will preach the gospel of Jesus Christ, teach sound Baptist doctrine, engage in pastoral care, direct Christian growth and development, and promote missions and the Great Commission for expanding the Kingdom of God. The pastor is also responsible for the overall leadership of the day-to-day operations of the church, services, membership and the wider community through evangelism and edification.

LIST OF REQUIREMENTS FOR PASTORAL CANDIDATES

1. Candidate must have at least five years Baptist Church pastoral experience
 - A. Licensed and Ordained Baptist Minister
2. Earned accredited degree is required; a minimum Bachelors of Theology/Divinity Degree and secular preferred from an accredited institution
3. Must have a clear understanding of Baptist Church Doctrine
 - A. Provide a balanced overview of the whole counsel of God
 - B. Deal with Doctrinal issues that may need particular attention
 - C. Apply biblical principles to moral, ethical and political issues
 - D. Ensure that encouragement, reproof and correction are in balance
 - E. Conduct baptisms and oversee membership
 - F. Give opportunity for people to respond to gospel message/accept Christ
 - G. Administer/conduct the Lord's Supper
4. Love and Ability to Preach and Teach God's Word
 - A. The ability to prepare and deliver biblically sound, inspirational and spirit filled sermons
 - B. The ability to provide biblical based teaching
 - C. Preach Sunday Worship Services (8:00am and 11:00am) and Mid-Week Service
 - D. Teach Bible study
 - E. Strong supporter of the Ministry of Christian Education
5. Strong in Evangelism
 - A. Disciple, equip and teach the congregation to train believers in the basics of the Christian life so that they may be assimilated into the congregation, grow and reproduce in order to impact their homes, church and community
 - B. Disciple new believers
 - C. Provide leadership development opportunities
 - D. Equip congregation to disciple others
 - E. Train, organize and lead members to do visitation of and witnessing to unsaved persons
 - F. Set example in cultivating unsaved persons
 - G. Lead church in planning regular outreach/revival emphasis
 - H. Provide advice and supportive resources to the wider community
 - I. Minister and visitation to ill and bereaved members
6. Love for God and People
 - A. Must be a born again baptized believer in Jesus Christ
 - B. Lead members to trust and love God so that they desire to serve Him
 - C. Lead the members to love one another and their neighbors
 - D. Encourage stewardship, missions support and tithing

- 7. Be Innovative to Move Forward**
 - A. Establish a vision and develop a strategic plan for the church**
 - B. Create an outreach vision that is both Local and Foreign Mission oriented**
 - C. Develop and implement a strategic plan for healthy church growth, membership growth, financial growth and facility growth**
- 8. Strong Knowledge of the Bible**
 - A. Skilled in biblical teaching**
- 9. Demonstrated Community Involvement**
 - A. Lead the congregation in planning, conducting and evaluating its local, national and worldwide missions**
 - B. Willing to support and participate in Local, State and National Conventions and Congresses**
 - C. Maintain contact with all church supported missions**
- 10. Diversity Minded**
 - A. Develop a long range plan for Pulpit Ministry, disciplining and equipping, and community outreach**
 - B. Have a vision for growing church membership that is both educated in the word of God and strong in relationship with Christ, particularly a vision, commitment and experience for increasing the numbers and spiritual development of youth, young adults and adults in the congregation**
- 11. Able to keep confidentiality**
 - A. Counseling troubled people and those in need**
 - B. Spiritual counseling of church members**
 - C. Moral integrity must be above reproach**
- 12. Conflict Resolution**
 - A. Ensure that prayer has a prominent place both in the church and personal lives**
 - B. Work with the Deacons in maintaining a spiritually healthy church**
 - C. Lead church to develop policies that would help members participate in an orderly and deliberate manner**
- 13. Demonstrated Spirit of Unity**
 - A. Oversee worship service in collaboration with the Music Ministry**
 - B. Consistently connect with deacons, ministers, colleagues and resource persons**
 - C. Provide leadership/workshop development opportunities**
- 14. Pastor selected must reside or be willing to relocate to Kokomo, Indiana**
- 15. Be Mission Minded**
 - A. Leading the congregation in planning, conducting and evaluating its Local, State, National and Worldwide Missions**
 - B. Actively support Domestic and Foreign Missions**
 - C. Offer advice on use of mission and benevolence funds**



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
- Mission Minded

How to Apply:

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

- Completed Second Missionary Baptist Church job application (included)
- 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)
- Provide current photo of yourself
- Provide DVD/CD of recent sermon

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

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

Send application and documents to:

Second Missionary Baptist Church
Attn: Pastoral Search Committee
PO Box 739
Kokomo, IN 46903-0739

or email application and documents to:

smbcpulpit@yahoo.com

SECOND MISSIONARY BAPTIST CHURCH PASTOR APPLICATION FORM

PERSONAL INFORMATION

DATE: _____

Name: _____

Present address: _____

How long: _____ Birth Date: _____

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? YES NO N/A

Number of years lived in the U.S. _____

Marital Status: Married Separated Divorced Widowed Single

If Married, Name of Spouse: _____

Is this your first Spouse? YES NO

Names and Ages of Children:

Are you ordained: YES NO Date and Place of Ordination: _____

Denomination: _____

Are you interested in relocating to Kokomo if you are selected? YES NO

EDUCATION BACKGROUND

<u>TYPE OF SCHOOL</u>	<u>NAME OF SCHOOL</u>	<u>LOCATION</u>	<u>No. of YEARS COMPLETED</u>
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College/University: _____

Vocational or Technical School: _____

Graduate School: _____

Other: _____

Please provide copy of diploma/certificate for education completed.

Additional Academic Experience (post-secondary)

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

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

[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.]

1. Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? No Yes
2. 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
3. Have you ever been charged in civil or criminal proceedings with improprieties regarding children?
 No Yes
4. 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
5. Have you ever been suspended, discharged, or resigned in lieu of discharge from any position?
 No Yes
6. Have you ever filed for bankruptcy? NO YES
If yes, please state the date, nature and circumstances of the bankruptcy:
7. Have you ever been arrested or convicted for any offense? NO YES
If yes, please state nature of the crime(s), when and where convicted and disposition of the case:
8. Have you ever been treated for substance abuse? NO YES
9. Have you ever been a plaintiff or defendant in an administrative, civil matter of lawsuit? NO YES

WORK EXPERIENCE

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

Name of Employer: _____ Name of last supervisor: _____

Address: _____ Employment dates:

Phone #: _____ From: _____ To: _____

Your last job title: _____ Salary: _____

Reason for leaving (be specific): _____

May we contact this employer for a reference? YES NO

Name of Employer: _____ Name of last supervisor: _____

Address: _____ Employment dates:

Phone #: _____ From: _____ To: _____

Your last job title: _____ Salary: _____

Reason for leaving (be specific): _____

May we contact this employer for a reference? YES NO

Name of Employer: _____ Name of last supervisor: _____

Address: _____ Employment dates:

Phone #: _____ From: _____ To: _____

Your last job title: _____ Salary: _____

Reason for leaving (be specific): _____

May we contact this employer for a reference? YES 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?

Military History: Yes No **If yes, provide Long Form DD214.**

Membership and Participation in Educational and Civic Organizations:

1. _____
2. _____
3. _____
4. _____
5. _____

List of honors you have received:

1. _____
2. _____
3. _____
4. _____
5. _____

Ministerial Question (Please type on separate page and attach – 300 Words or Less):

How do you understand the role of a pastor in the ministry? Write a brief statement describing your views on Baptist doctrine; Bible-based teaching; Christian education; discipleship training; sensitivity to the needs of the congregation; leading the church through change; visions for growing church membership; and commitment to denominational affiliations.

LEADERSHIP ROLES

Leadership of a church involves several roles. Consider the following list (Note up to five)

CHURCH LEADERSHIP RESPONSIBILITIES:

- General Pastoral Care
- Oversight and coordination of day-to-day operations of the church
- Preaching
- Youth Ministry
- Training, Counseling, Teaching, Mentoring and Confidentiality
- 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 and growth
- Evangelism
- Visiting the sick and bereaved

In which of these are you the strongest? Explain –

In which of these are you the weakest? Explain –

What evidence is there to confirm that you have strengths in these?

PROFESSIONAL REFERENCES

Do not list family members or relatives for references.

Give three references that are qualified to speak of your spiritual experience and Christian service.

List your current pastor first.

Name/Complete Address	Phone	Position

Give three references that are qualified to speak of your professional training and experience.

List your current or most recent supervisor first.

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 the information in this application is accurate and complete to the best of my knowledge and I have not knowingly withheld any information that might adversely affect my chances for employment. I understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

Initials: _____

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with Second Missionary Baptist Church creates an actual or implied contract of employment. I understand that, if I accept employment with Second Missionary Baptist Church, it will be on an at-will basis. This means that either Second Missionary Baptist Church or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

Signature of applicant _____ Date: _____