



## Second Baptist Church of Ann Arbor

850 Red Oak, Ann Arbor, MI 48103

Phone: 734.663.9369 Fax: 734.663.9323

[www.sbcannarbor.com](http://www.sbcannarbor.com)

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The Pulpit Search Committee, representing the membership of Second Baptist Church of Ann Arbor, Michigan is seeking a new Pastor. Our former Pastor, the Reverend Mark J. Lyons, has been promoted by God to his next ministerial assignment. The Pulpit Search Committee, along with the entire congregation, has been diligently seeking the Lord and exercising spiritual discipline, as we position ourselves to call our next Pastor.

Second Baptist Church has been faithfully shepherded since our establishment in 1865. We have humbly examined the scriptures for the attributes that God considers important in an overseer. The qualities that God revealed the individual would embody are expressed in 1Tim 3:1-7, Acts 20:28, Titus 1:5-9 and Galatians 5:22-23a.

We are excited about this season of new blessings and look forward to welcoming the individual whom God has predestinated to lead us to the next level of Kingdom life.

Yours In Christ,  
Second Baptist Church of Ann Arbor Pulpit Search Committee

# Pastoral Position Profile

## **Principal Role:**

The Pastor is the anointed undershepherd that God has sent to our church for such a time as this.

- The primary responsibility is to preach, to teach and lead a Spirit-led team-based ministry model.
- To communicate the vision God has given for this time, and effectively shepherd His flock to the next level of relationship and ministry according to the will of God.

## **Ministry Tasks:**

### **1. Preaching and Teaching**

- Preach and teach a biblically-based, uncompromised word, as the Holy Spirit leads.
- Embrace and teach the manifestations of the gifts of the Holy Spirit.
- Communicate strong definitions for basic Christian Principles and Doctrine.
- Train members for teaching responsibilities.
- Collaborate with the Minister of Music for planning of worship services.
- Develop associate ministers and encourage their preaching.
- Evangelize in the surrounding community and further our redemptive territory ministry.
- Teach Bible Study, Sunday School and various Christian Education Foundation classes.

### **2. Staff and Leadership Development**

- Develop and train the youth for leadership.
- Attend leadership meetings; Deacon Board, Trustee Board, Executive Committee and others as needed.
- Set the tone for a gospel-centered ministry atmosphere.
- Provide direction, vision and support for all church ministries.

### **3. Communication of the Vision**

- Communicate God's vision and mission for Second Baptist Church.
- Communicate the vision God has for our education wing.

### **4. Shepherding**

- Identify, implement and communicate effective strategies for leading the Church through change.
- Avail oneself to provide pastoral care, counsel and support.
- Conduct funerals, weddings, baptisms and other appropriate ceremonies.
- Visit members who are in the hospital, hospice or nursing homes.
- Be available to provide or suggest options for counseling.

### **5. Administration**

- Facilitate quarterly Church business meetings with efficiency, transparency and grace, achieving effective outcomes.
- Provide administrative leadership and operational support for the administrative staff.
- Lead strategic planning sessions to address the vision of the Church.
- Execute the vision for the education wing.
- Use modern technology in ministry

## **Position Qualifications:**

- Licensed and/or ordained minister of the Gospel.
- Completed Seminary or Divinity School degree.
- Leadership experience (i.e. previous Pastor, ministry leader, active associate minister or teacher).
- Be a person of good character, with a spirit of transparency and humility.
- Demonstrate spiritual maturity and discipline.

## **Application Packet:**

All candidates who are interested in applying must submit a completed application packet that consists of the following documents:

1. Updated resume with relevant educational, professional and ministerial experience.
2. Completed application.
3. Personal statement.
4. Two (2) samples of preaching (DVD, CD or web link) from the last 12 months.
5. Three (3) references from individuals different than the writers of your letters of recommendation.
6. Copy of all diplomas, degrees and certificates (Finalists will be required to produce official copies).
7. Copy of ministerial license and ordination certificate.
8. Three (3) letters of recommendation:
  - a. One (1) from the minister who ordained you, or clergy who can attest to your ordination.
  - b. One (1) Professional
  - c. One (1) Personal

**All submitted information will be regarded as confidential. Additional information may be requested and/or required. A completed application for employment and clearance of a criminal/personal background check will be required for all finalists.**

Please mail or email **COMPLETED** application packages to the physical and/or email address below. Please **DO NOT FAX** your application package. In order to be considered completed application packages must be postmarked or emailed by the application deadline of **May 31, 2014**.

You may download a copy of the application packet by visiting our website [www.sbcannarbor.com](http://www.sbcannarbor.com).

For more information please contact the Pulpit Search Committee at:

Second Baptist Church of Ann Arbor  
ATTN: Pulpit Search Committee  
850 Red Oak  
Ann Arbor, MI 48103  
[pulpitcommittee@sbcannarbor.com](mailto:pulpitcommittee@sbcannarbor.com)

## **About Us**

Second Baptist Church of Ann Arbor, Michigan has been serving God and the community for nearly 150 years. We are the oldest predominantly African American church in the city of Ann Arbor, established in 1865. In the beginning, the first congregants gathered for worship at a frame cottage on the southwest side of Elizabeth and High Streets. As the congregation increased, the Church purchased property located at 216 Beakes Street and a new edifice was constructed. By 1951 the congregation once again outgrew the house of worship. A new plan for expansion was developed which included tearing down the original structure and rebuilding the church in 1952. That building was used for worship services and a daycare until the construction of our present edifice located at 850 Red Oak Road in 1980. Our most recent construction project, the Emmett L. Green Education Wing is scheduled to open in the Spring of 2014. The wing, which is annexed to the church building, was named for its visionary our Pastor Emeritus, Emmett L. Green. This building will function as a learning and information resource center serving the church and community at large.

The city of Ann Arbor, Michigan is a very progressive and transitional community due in large part to the influence and impact of the University of Michigan. Ann Arbor has a population of nearly 115,000 residents, with the surrounding county of Washtenaw consisting of approximately 300,000 residents. Ann Arbor offers a wide variety of multicultural activities, and has a rich history in arts, science and entertainment. It is a wonderful place to raise a family, and an even better place to serve our God!

Our mission at Second Baptist is to promote and proclaim the Kingdom of God on earth as it is in heaven. Even though we have more than 25 functioning in-reach auxiliaries as well as outreach ministries, we are hungry to continue to spread the truth of God and the saving grace of Jesus Christ beyond the confines of the church building. We are a grace-based house of worship and we believe that the Bible is the unadulterated Word of God inspired by His Holy Spirit. Our prayer is that the presence of the Lord will dwell among us and that through faith in Jesus Christ we will see miracles, signs and wonders manifested in the earth.



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## *Application for Pastor*

This application must be completed in order to be considered.

Personal Information			
Date:			
Last name:	First name:	Middle name:	
Street Address:			
City:	State:	Zip:	How long?
Birth Date:    /    /		Email Address:	
Telephone: Home (    )		Business (    )	Cell (    )
Personal website address if available:			
Are you a U.S. citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No    If hired, proof of citizenship will be required.			
Marital Status: <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Married <input type="checkbox"/> Single			
Spouse's Name:		Spouse's Occupation:	
Number of Children:			
Denomination:			
Are you licensed? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Date and place of Licensing:			
Are you ordained? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Date and place of Ordination:			
Have you been baptized by immersion? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If you have not been baptized by immersion, would you consider being baptized by immersion?			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
Are you a certified/licensed counselor? <input type="checkbox"/> Yes <input type="checkbox"/> No    (attach copy of certification)			

HAVE YOU EVER FILED FOR BANKRUPTCY? ☐ Yes ☐ No (Note: Credit report may be requested at later date)

If yes, please state the nature and circumstances of the bankruptcy:

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 disqualify you. Other mitigating factors will be considered.

To your knowledge, are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? ☐ No ☐ Yes

Has an 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

Have you ever been charged/arrested in civil or criminal proceedings? ☐ No ☐ Yes

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 public service or education program for any crime other than a minor traffic offense? ☐ No ☐ Yes

Have you ever been suspended, discharged, or resigned in lieu of discharge from any position? ☐ No ☐ Yes

Have you ever been fired from any position? ☐ No ☐ Yes

Have you ever been convicted of a felony or misdemeanor? ☐ No ☐ Yes

### Educational Background

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	NO. OF YRS COMPLETED	MAJOR & DEGREE
College/University				
Vocational or Technical School				
Graduate School				
Seminary				

**Other Academic Experience or Continuing Education:**

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

Employer Name:
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Name of last supervisor or contact person:
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Address:	Phone # (      )
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Address:	Phone # (      )
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Employment dates: From:	/	/	To:	/	/
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Employment dates: From:	/	/	To:	/	/
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Last job title:
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Reason for leaving (be specific)
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May we contact the employer for a reference? ☐ Yes ☐ No

Employer Name: \_\_\_\_\_

Name of last supervisor or contact person:

Address:	Phone # (     )
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Address:	Phone # (     )
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Employment dates: From:	/	/	To:	/	/
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Employment dates: From:	/	/	To:	/	/
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Last job title:
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Reason for leaving (be specific)
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May we contact the employer for a reference? ☐ Yes ☐ No

Employer Name: \_\_\_\_\_

Name of last supervisor or contact person:
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Address:	Phone # (      )
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Address:	Phone # (      )
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Employment dates: From:        /        /                      To:        /        /

Employment dates: From:        /        /                      To:        /        /

Last job title:

Reason for leaving (be specific)
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May we contact the employer for a reference? ☐ Yes ☐ No

<p><b>Please list experience in church-related ministry (attach additional sheets if necessary)</b></p>	
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From	
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To
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<b>Church/Organization</b>	
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Location
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Position
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**FAMILY/PERSONAL/CIVIC ACTIVITIES:**

a) How does your spouse enhance your ministry?

b) Share how you make family a priority.

c) What is your primary interaction with non-Christians?

d) Name three people who have had the greatest positive impact on your life and why?

**AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)**

\_\_\_\_\_ 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 Baptist Church creates an actual or implied contract of employment. I understand that, if I accept employment with Second Baptist Church, it will be on an at-will basis.

Signature of applicant \_\_\_\_\_

Date \_\_\_\_\_