



Second Missionary Baptist Church
Chattanooga, TN

“To Be and Do What God Would Have Us Be and Do”

ANNOUNCEMENT FOR PASTORAL VACANCY

Opening Date: October 1, 2014

Closing Date: December 1, 2014

Job Title: Full-Time Senior Pastor

Church Profile:

After the recent retirement of our pastor of 48 years, Rev. Dr. Paul A. McDaniel, the Second Missionary Baptist Church Pulpit Committee is prayerfully seeking a full-time Pastor called by God to serve as the spiritual leader of our congregation. Our Church is committed to fulfill our purpose, which is the enhancement and advancement of the Kingdom of God through worship, preaching of the gospel of Jesus Christ, evangelism, missionary endeavors, teaching of sound Baptist doctrine, engaging in pastoral care, Christian education, and Church ministries.

With over 148 years of existence and an active congregational membership of approximately 300, we are affiliated with the National Baptist Convention, USA, Inc.; Tennessee Baptist Missionary and Educational Convention, Inc.; Chattanooga-Hamilton County Baptist Missionary and Education District Association; and Clergy Koinonia of Greater Chattanooga and Vicinity.

For more in-depth information related to our history and ministries, please refer to our website, www.smbchurch.org.

JOB SUMMARY:

Biblical Qualities

1Timothy 3: 1 – 7, Titus 1: 6 – 9

Professional and Personal Requirements

- Has history and record of high moral character and, sound ethics above reproach
- Must preach from the word
- Must exhibit a strong commitment and interest in pastoral aspects of pastoring: Including , but not limited to, ministering to the sick and shut-in, comforting members at death of loved ones, and counseling
- A person with a leadership vision and a well-developed vision for the future of the church who emphasizes discipleship, and spiritual growth
- Must have senior pastoring experience in a church and some executive management experience in a church or other entity
- Must have excellent communication skills and demonstrate the ability to deliver Biblically sound and well-prepared sermons
- Has experience growing a church
- Has demonstrated ability to create/expand ministry and releases church members to do the work of the ministry and gives them authority to operate within their calling
- Relates well to all age groups, boards, auxiliaries, genders, social-economic classes and ethnic-racial groups
- Has demonstrated sound financial management skills and financial standing is above reproach, both inside and outside the church
- Is a responsible family man who demonstrates a sense of family commitment as an example for the Church of Christ
- Accepts constructive criticism – is a mature person who exhibits spiritual and emotional maturity
- Must have good people skills and is accessible to full membership
- Must have strong work ethic

Qualifications: Must be licensed and ordained in the Baptist Ministry; must have senior pastoring experience and some executive management experience in a church or other entity, and must hold a Master’s degree from an accredited theological Seminary (official transcript required).

How to Apply

Required Documents

All interested and qualified persons must submit an application packet consisting of the following information:

- A completed application
- A current resume
- A recent color photograph
- Copies of any ministerial licenses or ordinations certificates
- Copies of official transcripts of diplomas and degrees
- Four (4) letters or recommendation (clergy -3, personal -1)
- Two (2) recent sermons on DVD

Submission

- US Mail
 - Must be addressed to
Second Missionary Baptist Church
Pulpit Committee
c/o Curtis Collier, Chairman of Pulpit Committee
P. O. Box 142
Chattanooga, TN 37401

All information received by the Pulpit Committee will be treated as confidential.
Resumes/applications must be postmarked from October 1, 2014 to December 1, 2014.

Any application packet postmarked after the date of December 1, 2014 will not be considered.
Final candidates will be asked to provide additional information later in the selection process and must consent to a reference check, a full background check including education verification, criminal history, a drug test and credit check.

For questions, please contact the Pulpit Committee via email at secondbaptistpulpit@yahoo.com.

NOTE: ATTACH ADDITIONAL SHEETS FOR ANY QUESTION, IF NECESSARY.

Second Missionary Baptist Church
2305 East Third Street
Chattanooga, TN 37404

Pastoral Application for Second Missionary Baptist Church for
Full-time Senior Pastor Position

SECTION 1: PERSONAL INFORMATION

1. Name: _____

Last
First
Middle Initial
2. Address: _____

Street
City
State
Zip Code
3. Home Phone: _____ Business Phone: _____ Cell Phone: _____
 Email Address: _____ Personal website address (if appl): _____
4. How long have you lived at your present address? _____
5. List former address if less than 5 years: _____

Street

City
State
Zip Code
6. Birth Place (State and Country): _____
7. Birth date: _____
8. Marital Status: Single ___ Married ___ Separated ___ Divorced _____
9. If Married, Name of Spouse: _____ No. of Yrs Married: _____
10. Does your spouse work? Yes ___ No ___ If yes, what is his/her vocation:

11. List your marital history (if any prior marriages)

Name of previous spouse	Timeframe

12. Names and Ages of Children:

Name of Child	Age	Name of Child	Age

13. Ordained by: _____ Date: _____
Church _____
Address of Church _____
Phone Number _____

14. Are you licensed: _____
Date _____

15. Denomination: _____

16. Do you believe in baptism by immersion? Yes ___ No ___ Have you been baptized by immersion?
Yes ___ No ___ If you have not been baptized by immersion, would you consider being baptized
by immersion? ___Yes ___No

17. Regarding the confidentiality of your interest in this position.

_____ a. Your desire for placement is already public. You may discuss this with anyone that is
interested (i.e., references, your church members).

_____ b. Your desire for placement is only known by a few. You may discuss this with only
those listed _____

_____ c. No one knows of my interest. Please do not discuss this with anyone but me at this
Time.

18. Your present interest in this position is:

_____ a. Presently between ministries and actively seeking employment.

_____ b. Presently in a ministry and actively seeking employment

_____ c. Not actively seeking placement, but open to moving if the right position becomes
available.

_____ d. Still in school, but graduating soon and looking for a position

_____ e. Interested in ministry while in school or working

19. Present Yearly Salary/Benefits

a. Salary _____

b. Other _____

Requested Yearly Salary/Benefits

a. Salary range _____

b. Other _____

20. Have you ever filed for bankruptcy? Yes ___ No ___

If yes, please state the nature, location, and circumstances of the bankruptcy.

21. Have you ever been convicted of a felony? Yes ___ No ___

If yes, please state nature of the crime(s); when and where convicted and disposition of the case.

22. If you answer “Yes” to any of the questions that follow, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or other appropriate explanation. 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.

- a. Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? Yes ___ No ___
- b. 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. Yes ___ No ___
- c. Have you ever been charged in civil or criminal proceedings with improprieties regarding children? Yes ___ No ___
- d. Have you ever entered a plea of guilty, a plea of “no contest” or has any court 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 ___
- e. Have you ever been suspended, discharged, or resigned in lieu of discharge from any position? Yes ___ No ___
- f. Have you filed a civil lawsuit against anyone or has someone filed one against you? Yes ___ No ___
- g. Have you taken a Child Abuse Training seminar (training related to working with children)? Yes ___ No ___ Have you been denied the ability to take the training? Yes ___ No ___
If the answer is yes, please explain.

SECTION II: EDUCATIONAL BACKGROUND (SUBMIT OFFICIAL TRANSCRIPTS)

School Type	School Name	Location Complete address	No. of years completed	Major and Degree
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High School				
College/University				
Graduate School				
Seminary School				
Other				

23. Additional academic experience: Please list courses attempted and whether or not completed; part-time or full-time; dates; institutions and awards received.

24. List significant awards and honors that you have received. (Attach additional sheets, if necessary)

25. List any certifications awards and honors that you have earned.

26. Please briefly summarize your ministry strengths and weaknesses; ministry preferences and visions; special interests in ministry. (Attach additional sheets, if necessary)

SECTION III: WORK EXPERIENCE

27. Work Experience: Please list your work and or ministry experience for the past ten (10) years beginning with your most recent job held. If you were self-employed, provide firm's name. Attach additional sheets, if necessary. Note the reference below for Church and Non-Church related experience.

Name of Church related employer: _____ Position: _____
Name of last supervisor: _____
Address: _____
Phone Number(s): _____
Employment dates: _____
Worship attendance when you came: _____ When you left: _____
Reason for leaving (be specific): _____

May we contact this employer for a reference? Yes ____ No ____

Name of Church related employer: _____ Position: _____
Name of last supervisor: _____
Address: _____
Phone Number(s): _____
Employment dates: _____
Worship attendance when you came: _____ When you left: _____
Reason for leaving (be specific): _____

May we contact this employer for a reference? Yes ____ No ____

Name of Church related employer: _____ Position: _____
Name of last supervisor: _____
Address: _____
Phone Number(s): _____
Employment dates: _____
Worship attendance when you came: _____ When you left: _____
Reason for leaving (be specific): _____

May we contact this employer for a reference? Yes ____ No ____

Name of non-Church related employer: _____ Position: _____
Name of last supervisor: _____
Address: _____
Phone Number (s): _____
Employment dates: _____
Reason for leaving (be specific): _____

May we contact this employer for a reference? Yes ____ No ____

Name of non-Church related employer: _____ Position: _____
Name of last supervisor: _____
Address: _____
Phone Number(s): _____
Employment dates: _____
Reason for leaving (be specific): _____

May we contact this employer for a reference? Yes ____ No ____

28. List all Community services starting from most recent.

29. Baptist Affiliations – List all organizations, Associations, conference, conventions, etc.:

30. List all other religious affiliations – if not Baptist.

Leadership Roles

31. Leadership of a church involves several roles. Consider the following list.

Church Leadership Responsibilities:

- a. Communicates well with all groups in the church
- b. Preaches from the Word
- c. Exhibits strong commitment and interest in pastoral aspects of pastoring including , but not limited to: ministering to sick and shut-in, counseling, comforting members at deaths of loved ones, and counseling
- d. Has history and record of high moral character, and sound ethics above reproach (See I Timothy 3 and Titus 1).
- e. Possesses excellent communication skills and demonstrate the ability to deliver Biblically sound and well-prepared sermons
- f. Is a Visionary Leader and possesses a well-developed vision for the future of the church who emphasizes discipleship and spiritual growth
- g. Other: _____

In which of the above items are you strongest? Explain.

In which of the above items are you weakest? Explain.

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

32. Give four references qualified to speak on your professional training and experience. This includes two people you have known for over ten years (non-church related) and two people who have been with you in the ministry (church-related). These references should not be related to you.

Name and Address	Phone	Relationship

SECTION IV: SOCIAL AND ETHICAL ISSUES

33. Very briefly explain when, where and how you were saved.

34. Very briefly relate when, where and how you were called to ministry.

35. How supportive is your spouse of your ministry. To what extent is your spouse involved in your ministry.

36. Does your spouse serve as your Co-Pastor? Please explain.

37. Briefly describe your position and practice (and that of your spouse, if it is different) on the role of women in the church.

38. Briefly describe the role of a senior pastor (as you see it) in a church.

39. Briefly describe your views on church management including staffing, finance, and administration.

40. What is your past and current relationship with the Deacons' Ministry? Describe the role you envision for the Deacons' Ministry.
41. What is your past and current relationship with the Trustees' Ministry? Describe the role you envision for the Trustees' Ministry.
42. What is your past and current relationship with the Men's and Women's Ministries? Describe the role you envision for the Men's and Women's Ministries.
43. What are your views on basic initiatives to increase membership, especially among children, college students and young adults? If you have accomplished such an endeavor, please describe. (1 page maximum)
44. Briefly explain your position and practice (and that of your spouse, if it is different) concerning signs, gifts, tongues and healing.
45. Though none of the following may fully describe a church's responsibility, please place a 1, 2, and 3 by the three statements you feel are the first, second and third most important roles of a church.
- | | |
|--|--|
| _____ a. A platform to preach the Word | _____ f. A family to manifest love |
| _____ b. A community to promote justice | _____ g. A financial base for world missions |
| _____ c. An army to save the lost | _____ h. A temple in which to worship God |
| _____ d. A hospital to heal the afflicted | _____ i. A support base for individual "ministers" |
| _____ e. An equipping center to make disciples | _____ j. Other _____ |
46. Briefly describe your views on implementing and managing change. Provide examples where you have implemented and managed change within the church.

CERTIFICATION STATEMENT AND/OR RELEASE FORM

By my signature, I certify that the statements I have provided representing my life and convictions are true, and I agree that this information may be made available to the Pulpit Committee. I also authorize members of the Pulpit Committee to contact references I have indicated to discuss my background, character, and information provided in this application.

Signature of Applicant: _____ Date: _____