



"A Place of Refreshment and Reformation"

Riverside Missionary Baptist Church Senior Pastor Vacancy Announcement

Location: Memphis, Tennessee

Position: Full Time Senior Pastor

Date Posted: April 2, 2015

Closing Date: May 15, 2015

Riverside Missionary Baptist Church (RMBC) was founded and organized in 1887 making it one of the oldest congregations in the city of Memphis. RMBC has been a beacon of light in the Memphis community for 128 years. The mission of RMBC is to serve God through worship, evangelism, discipleship, fellowship and missions, to bring men and women into an intimate relationship with Jesus Christ and equipping them for ministry that edifies the body of Christ and the Community. 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.

The Pastoral Search Committee seeks to fill the position of Pastor to lead its congregation with an individual who is devoted and passionate about following Christ. The Pastor (Servant-Leader) is responsible for providing spiritual and administrative leadership to the RMBC Church family. RMBC seeks a visionary with strong leadership skills who will preach the gospel of Jesus Christ, teach sound Baptist doctrine, engage in pastoral care, and direct Christian growth and development.

Responsibilities include but are not limited to:

1. The Pastor will be directly responsible for the preaching, teaching, and observance of Ordinances of the Lord's Supper and Baptism.
2. The Pastor is responsible for proclaiming the Gospel of Christ and for guiding the spiritual development of the congregation.
3. The Pastor will be the primary preacher for worship services, funerals, weddings, baby dedications or designate someone else to perform function on his/ her behalf.
4. The Pastor will provide strategic vision and goals for the congregation in line with the mission of the church.
5. The Pastor will serve to provide spiritual leadership that will lead the congregation to live in service for Christ.
6. Pastor will work with the various ministries to provide leadership in planning, organizing, and coordinating programs in discipleship and ministry.
7. The Pastor will lead the Deacons Ministry in a program of family ministry.
8. The Pastor will lead the Christian Education Ministry in working with the members and ministries in coordinating, planning, and executing education initiatives.
9. The Pastor will regularly meet with church leadership to discuss matters of importance as it relates to the development and growth of the church.
10. The Pastor will lead church conference meetings.
11. The Pastor will be responsible for visiting members who are in the hospital, nursing homes, etc., as well as delegating these responsibilities to the Deacons Ministry and/or other church leaders as appropriate.
12. The Pastor shall serve as an ex-officio member of all church ministries.
13. The Pastor shall comply with all established church constitution and bylaws, policies/ procedures as well as applicable state and federal laws.
14. The Pastor shall exhibit the Biblical qualifications as outlined in 1 Timothy 3:1-7 and Titus 1:5-9.

Competencies and Qualifications:

1. The candidate must have a minimum of a Bachelor's degree from an accredited seminary, college, or university. A Master of Divinity degree or higher is preferred.
2. The candidate must be licensed by a certified Baptist Association or recognized affiliate.
3. The candidate must be a Minister of the Gospel duly ordained in accordance with the Baptist Church.
4. The candidate must be an effective leader with developed managerial and administrative abilities. Pastoral or appropriate leadership experience is preferred.
5. The candidate must be an effective communicator with the ability to teach sound doctrine and to preach effectively from the Holy Bible. The candidate must be skilled in written as well as oral communication.
6. The candidate shall be committed to Biblical Christian principles both professionally and personally.
7. The candidate must have strong interpersonal skills, be approachable, and demonstrate inclusiveness for all demographics of the congregation.

8. The candidate shall be proficient in the use of technology.
9. The candidate must complete an official application and consent to multi-level background, credit, and reference checks and be able to provide documentation to support credentials.

APPLICATION PROCEDURES:

To apply, send *Application* **WITH** required supporting documentation **AND** a complete *Position Written Questionnaire* to:

Riverside Missionary Baptist Church
Attention: Pastoral Search Committee
3560 South Third Street
Memphis, TN 38109

The *Application* and *Position Written Questionnaire* can be viewed below. Upon receipt and review by the Pastoral Search Committee, qualified candidates will be contacted with instructions on movement to the next phase of the selection process.

Deadline for application submission: To be considered for the position, all applications, along with support documentation and *Position Written Questionnaire*, MUST be postmarked by May 15, 2015.

ALL SUBMITTED DOCUMENTS AND MEDIA ARE CONFIDENTIAL AND BECOME THE PROPERTY OF THE RIVERSIDE MISSIONARY BAPTIST CHURCH. ALL DOCUMENTS AND OTHER ITEMS WILL BE SHREDDED AFTER DELIBERATION.

RIVERSIDE MISSIONARY BAPTIST CHURCH PASTOR APPLICATION FORM

DATE: _____

APPLICANT INFORMATION

Full Name (Legal): _____
Last Name First Name Middle

Present Address (Residence): _____
Street

City State Zip Code

Mailing Address (if different): _____
Street

City State Zip Code

Preferred Phone Number: () _____ Best time to contact: _____

Preferred E-Mail Address: _____

If hired, can you present proof of your legal right to live and work in this country? ☐ YES ☐ NO ☐ N/A
Number of years in the U.S. _____

FAMILY INFORMATION

Marital Status: ☐ Married ☐ Separated ☐ Divorced ☐ Widowed ☐ Single

If Married, Name of Spouse: _____
Last Name First Name Middle

Do you have children? ☐ YES ☐ NO

List the names and ages of children below. Use additional sheets if needed.

Name	Age

EDUCATIONAL BACKGROUND

List all schools (including seminary) attended, location, dates attended, degrees earned and graduation if applicable.

Name of School	Location (Complete Mailing Address)	Dates Attended	Degree Earned	Graduation Date

PROFESSIONAL LICENSE/CERTIFICATION

List all professional license and/or certification you hold as indicated below.

License/Certification	License/Certification # (if applicable)	Date Obtained	Name of Issuing Entity

ORDINATION

Are you ordained? ☐ YES ☐ NO

Name of Ordaining Body: _____

Date and Place of Ordination: _____

EMPLOYMENT EXPERIENCE

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.

Name of employer:	Name of immediate supervisor:
Phone:	Employment Dates
Job title:	Full Time/Part Time (Indicate the # of hours worked):
Duties/Responsibilities:	Ending Salary
Reason for leaving (be specific):	
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	

Name of employer:	Name of immediate supervisor:
Phone:	Employment Dates
Job title:	Full Time/Part Time (Indicate the # of hours worked):
Duties/Responsibilities:	Ending Salary
Reason for leaving (be specific):	
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	

Name of employer:	Name of immediate supervisor:
Phone:	Employment Dates
Job title:	Full Time/Part Time (Indicate the # of hours worked):
Duties/Responsibilities:	Ending Salary
Reason for leaving (be specific):	
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	

If you answer "Yes" to any of the questions in the following section, please attach a separate sheet indicating the nature of 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.

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? ☐ YES ☐ NO

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

Have you ever been charged in civil or criminal proceeding with improprieties regarding children?
☐ YES ☐ NO

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? ☐ YES ☐ NO

Have you ever been suspended or discharged from any position?
☐ YES ☐ NO

OTHER

HAVE YOU EVER FILED FOR BANKRUPTCY? ☐ YES ☐ NO

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

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:

All applicants must include the following support documentation with your application:

1. Cover letter to include the following:
 - Why you are interested in being the Pastor of Riverside Missionary Baptist Church?
 - Why you wish to leave your current church?
 - Any other information you would like the Committee to know about you?
2. Current resume;
3. Recent color photograph;
4. List of three (3) references that we may contact. Be sure to include their name, title, mailing address, telephone number, affiliation and years they have known you. Please note these individuals/references should not be family members, or relatives;
5. Copy of all official transcripts from college and/or seminary;
6. Copy of Ordination certificate;
7. A copy of your 2014 church contribution statement;
8. One (1) DVD and/or web address of a recent sermon;
9. List all associations, achievements, professional affiliations and honors received;
10. List of all articles written, where published and when;
11. Complete Pastor Position Written Questionnaire.

UNDERSTANDING AND AGREEMENTS

As an applicant for the position of Pastor with the Riverside Missionary Baptist Church, I understand and agree that I must include all requested information in order for my application to be complete, as incomplete applications will not be considered. I further understand that I must provide truthful and accurate information in this application and all supporting documents. I understand that I may be separated from the position if it is later discovered (at any time) that information on this form or supporting documents was incomplete, untrue or inaccurate. I give the Riverside Missionary Baptist Church Pastoral Search Committee the right to investigate the information provided, contact listed references and talk with former employers (except where I have indicated they may not be contacted). I give the Riverside Missionary Baptist Church the right to secure additional pastoral and/or job related information about me. I release the Riverside Missionary Baptist Church and its representatives from all liability for seeking such information. I understand the Riverside Missionary Baptist Church is an equal-opportunity employer and does not discriminate in its hiring practices. No representative of the Riverside Missionary Baptist Church may make any assurances to the contrary.

I understand that if selected as one of the final candidates for the position of pastor, I am subject to a thorough reference check, background checks (including credit, motor vehicle, sexual, criminal history, education and credentials), medical/physical and drug screening.

I understand that ALL SUBMITTED DOCUMENTS AND MEDIA ARE CONFIDENTIAL AND BECOME THE PROPERTY OF THE RIVERSIDE MISSIONARY BAPTIST CHURCH. ALL DOCUMENTS AND OTHER ITEMS WILL BE SHREDDED AFTER DELIBERATION IS COMPLETE AND THE PASTOR HAS BEEN INSTALLED.

I certify that all information presented in this application is true. Any false statements contained in this application or related documents will result in immediate disqualification from the process and /or immediate dismissal. For your application to be considered, you must sign and date below.

Applicant Signature _____ Date _____

PASTOR POSITION WRITTEN QUESTIONNAIRE

All interested individuals **MUST** complete the *Pastor Position Written Questionnaire* in order to be considered for the position of Pastor at the Riverside Missionary Baptist Church. The *Questionnaire* **MUST** be mailed along with the application and other support documentation to the address above by the May 15, 2015 deadline.

Explain when and how you were called to the ministry.

Describe your style and philosophy of preaching.

Describe your ministry vision for the Riverside Missionary Baptist Church.

Describe what you have accomplished in the churches where you have served.

What attracted you to our church?

What have you found to be the most challenging ministry area in your current church?

Why are you considering a call to a new church?

What gifts would you bring to the church?

Could you give an example of your involvement with the community beyond your local church responsibilities?