

THE HOLY TRINITY BAPTIST CHURCH

14 RALPH AVENUE
BROOKLYN, NEW YORK 11221
Email: htbc14ralphave@aol.com

Deacon Henry Jeff Davis-Chairman of Deacon Ministry
Deaconess Lena M. Skinner – Chairperson of Deaconess Ministry
Deacon Sylvester Moss – Chairman of Trustee Ministry

PASTOR JOB DESCRIPTION

Full-Time Pastor

Opening Date: July 20, 2015

Closing Date: August 29, 2015

The Holy Trinity Baptist Church of Brooklyn, New York was established in 1899 is seeking a spirit filled Ordained Baptist Minister to serve as full time Pastor for our congregation. Submit a complete application packet to the Pastoral Search Committee at the address shown above. Interested persons should submit all information contained in this announcement and should be received no later than **Saturday, August 29, 2015.**

The candidate will meet the following qualifications:

Must be a licensed and an ordained Baptist Minister that has received the Divine calling and has demonstrated the commitment to the call.

Must have a Bachelor's Degree and/or accredited Seminary Degree.

Prefer at least five years Baptist Church pastoral experience (e.g. Senior Pastor, Assistant Pastor, Executive Pastor, or Associate Minister.)

Must be willing to support and participate in Local, State and National Baptist USA, Inc. Conventions.

Must have an understanding of the Baptist Doctrine and Articles of Faith.

Must have Church Administration and organizational skills.

Must be an effective communicator, demonstrate the ability to prepare and deliver biblically lessons, messages and training.

Must be able to articulate a vision for the church that emphasizes spiritual growth and development, as well as create church growth and membership.

The Pastor must provide spiritual leadership that will lead the congregation to live in service for Christ.

Develop relationships within the congregations that promote compassion, respect, unity and love.

Develop programs for the development of the children, youth, seniors and adults and able to handle conflict and resolution.

Demonstrate community involvement and be mission minded.

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

All applicants must provide the following information:

Completed Application	Copy of Ministerial License(s)
Certificate of Ordination	Three to four letters of recommendation
Resume	Official Transcript from accredited School
Recent Color Photo	Verification of Theology Degree/Training

All applications and documents must be received by August 29, 2015.

ALL PACKETS SHOULD BE FOREWARD TO:

Attn: Pastoral Search Committee
The Holy Trinity Baptist Church
14 Ralph Avenue
Brooklyn, NY 11221
Email: htbc14ralphave@aol.com

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

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PASTOR CANDIDATE APPLICATION

(Please complete all relevant fields in application. Incomplete application will not be considered)

Personal Information:

Full Name (First, Middle, Last): _____

Marital Status: Married _____ Single _____ Divorce _____ Widow _____

Spouse's Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone Number: Home: _____ Work: _____

Cell: _____ **Alt. #:** _____

E-mail Address: _____

Educational Background

Please list in chronological order the names and addresses of Undergraduate, Graduate and Seminary Institutions you have attended.

Institution Name: _____

Address _____

Dates Attended _____

Degree(s) Earned _____

Institution Name _____

Address _____

Dates Attended _____

Degree(s) Earned _____

(Attached additional pages if needed)

Pastoral or Ministerial Experience:

Church Name _____
Address _____
Position Held _____
Dates of Service _____
Reason for Leaving _____
Contact Person & Number _____

Church Name _____
Address _____
Position Held _____
Dates of Service _____
Reason for Leaving _____
Contact Person & Number _____

Church Name _____
Address _____
Position Held _____
Dates of Service _____
Reason for Leaving _____
Contact Person & Number _____

Church Name _____
Address _____
Position Held _____
Dates of Service _____
Reason for Leaving _____
Contact Person & Number _____

May we contact your previous church(s)? Yes _____ No _____

Are you presently employed outside of a church? Yes _____ No _____

If yes, please list name of employer, address, and your position:

Membership/Participation in Educational and Civic Organizations

Have you ever been fired or discharged from a church or other employer?
Yes ____ No ____ If yes, please provide a brief explanation.

Have you ever been charged/convicted of a felony? Yes ____ No ____
If yes, please provide a brief explanation.

Certification and Signature of Applicant:

I certify the information in this application is true, correct, and complete. I understand that, if employed, false statements reported on this application may be considered sufficient cause for dismissal.

Signature: _____ **Date:** _____

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Questionnaire

Please be aware that this questionnaire is part of the application process and must be filled out completely. Any incomplete applications will not be considered.

1. Describe your ministry objective.

2. What qualifies you to Pastor a Baptist Church?

(Attach additional pages if needed)