



## **PASTOR VACANCY**

Opening Date: January 1, 2015

Closing Date for Applications & Resumes: October 31, 2015

The Aenon Missionary Baptist Church, where God is our source, was organized and established in 1923. A Pastoral Search Committee representing the membership of Aenon Missionary Baptist Church in Rochester, New York is seeking to fill the full time position of Pastor to lead its congregation. The Search Committee prayerfully seeks the wisdom of God and holds firm to Jeremiah 3:15; ***“And I will give you pastors according to mine heart, which shall feed you with knowledge and understanding.”***

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 and to the body of believers of this ministry. Therefore, a candidate must be a man after God’s own heart (1 Samuel 13:14).

*The Pastor serves as the chief under-shepherd and overseer for God's Holy Temple, providing spiritual instruction and strategic leadership to members, staff, and officers of Aenon Missionary Baptist Church.*

**RESPONSIBILITIES, COMPETENCIES, AND QUALIFICATIONS**

**INCLUDE BUT ARE NOT LIMITED TO:**

1. A licensed and ordained Minister of the gospel of Jesus Christ.
2. A caring and compassionate leader with a true love for God and God's people.
3. A mature leader with strong moral character, spiritual, and personal integrity as demonstrated daily with faith, trust, and obedience to the Word of God.
4. Leads the congregation in Sunday Morning Worship and instruction of the Word of God at the church and elsewhere. Demonstrates leadership for the church in both spiritual and financial growth.
5. Leads the Church in the importance of prayer in our daily lives.
6. Works closely with the Board of Deacons, Board of Trustees, and ministries to carry out the vision of the church.
7. Visits the sick and shut-ins providing spiritual guidance and encouragement.
8. Serves as moderator of quarterly Church business meetings.
9. Conducts counseling sessions, performs wedding ceremonies, and funeral services.
10. Leads and demonstrates strategies that witness to lost souls leading them to Jesus Christ.
11. Is affiliated with and actively participates in local, associational, state, national, and denominational sessions helping to promote important matters of the church.
12. Serves as a trusted knowledgeable leader who is highly respected among clergy peers, political leaders, and business leaders providing guidance that improves the conditions of our community.
13. Manages his personal household well in matters of finance and family relationships that bring no reproach to the Church or the Ministry of the Gospel.

## **APPLICATION PROCEDURE:**

To apply for the position of Pastor at the Aenon Missionary Baptist Church, Rochester, New York, download and print an Application and a “Pastor Position Written Questionnaire”. Once completed, remit the Application and completed “Pastor Position Written Questionnaire” along with required supporting documentation to:

**Aenon Missionary Baptist Church  
Attn: Deacon Jesse L. Scott, Chairman Board of Deacons  
Pastoral Search Committee  
175 Genesee Street  
Rochester, New York 14611**

To be considered for the position of Pastor, applications, supporting documents, and written questionnaires must be received by the closing date, October 31, 2015. Qualified candidates will be contacted with specific instructions during the search and selection process.

All applications, questionnaires, resumes, supporting documentation, etc. are confidential and will be treated as such by the Pastoral Search Committee. Upon receipt, all documents become property of the Aenon Missionary Baptist Church. After deliberation all documents will be shredded and properly discarded.

### **Applicant must include the following documentation with your application:**

1. Cover letter
2. Current Resume
3. Recent color photograph
4. List of three (3) references complete with current contact information to include: their name and title, mailing address, telephone numbers, email address, affiliation, and the length of time they have known you. References should not be family members.
5. Copy of all transcripts from colleges and or seminary, if applicable
6. Copy of ordination certificate and license
7. List of associations, achievements, professional affiliations, and honors received
8. List of all articles written, where published and when, if applicable
9. Completed Pastor Position Written Questionnaire

**PASTOR APPLICATION**  
AENON MISSIONARY BAPTIST CHURCH  
175 GENESEE STREET  
ROCHESTER, NEW YORK 14611

**PLEASE PRINT LEGIBLY**

Date: \_\_\_\_\_

Full Legal Name: \_\_\_\_\_  
Last Name First Name Middle

Title: \_\_\_\_\_

Current Address: \_\_\_\_\_  
\_\_\_\_\_  
City State Zip Code

Preferred Phone Number: \_\_\_\_\_

Preferred Email Address: \_\_\_\_\_

If hired, can you present proof of your legal right to live and work in this country? Yes | No

Are you a licensed minister? Yes | No

Are you an ordained minister? Yes | No

Date of Ordination: \_\_\_\_\_

Name and Address of Ordaining Body: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EDUCATIONAL BACKGROUND (POST-SECONDARY)**

| Name of School | Location with Complete Mailing Address | Dates Attended | Degree Earned | Graduation Date |
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**LICENSES AND CERTIFICATIONS**

| License   Certification | License   Certification # (if applicable) | Date Obtained | Issuing Entity |
|-------------------------|---|---------------|----------------|
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**EMPLOYMENT HISTORY**

Please list your work and or ministry history beginning with your most recent job held. If self-employed, list your business/company's name and address. Attach additional sheets if necessary.

|   |   |  |                                    |
|---|---|--|------------------------------------|
| 1 | Name of Employer:                       | Telephone #:   |                                    |
|   | Address:                                | Employed (state month/year) :  |                                    |
|   |   | From:  | To:                                |
|   | Name of Immediate Supervisor:           | Ending Salary:   | Full Time <input type="checkbox"/> |
|   |   |  | Part Time <input type="checkbox"/> |
|   | State Job Title and Describe Your Work: | May we contact your employer? <input type="checkbox"/> Yes   <input type="checkbox"/> No<br>If no, please give reason: |                                    |
|   | Reason for leaving:                     |  |                                    |

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| 2 | Name of Employer:                       | Telephone #:   |                                    |
|   | Address:                                | Employed (state month/year) :  |                                    |
|   |   | From:  | To:                                |
|   | Name of Immediate Supervisor:           | Ending Salary:   | Full Time <input type="checkbox"/> |
|   |   |  | Part Time <input type="checkbox"/> |
|   | State Job Title and Describe Your Work: | May we contact your employer? <input type="checkbox"/> Yes   <input type="checkbox"/> No<br>If no, please give reason: |                                    |
|   | Reason for leaving:                     |  |                                    |

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| 3                                       | Name of Employer:  | Telephone #:                  |                                    |
|   | Address:   | Employed (state month/year) : |                                    |
|   |  | From:                         | To:                                |
|   | Name of Immediate Supervisor:  | Ending Salary:                | Full Time <input type="checkbox"/> |
|   |  |                               | Part Time <input type="checkbox"/> |
| State Job Title and Describe Your Work: | May we contact your employer? <input type="checkbox"/> Yes   <input type="checkbox"/> No<br>If no, please give reason: |                               |                                    |
| Reason for leaving:                     |  |                               |                                    |

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| 4                                       | Name of Employer:  | Telephone #:                  |                                    |
|   | Address:   | Employed (state month/year) : |                                    |
|   |  | From:                         | To:                                |
|   | Name of Immediate Supervisor:  | Ending Salary:                | Full Time <input type="checkbox"/> |
|   |  |                               | Part Time <input type="checkbox"/> |
| State Job Title and Describe Your Work: | May we contact your employer? <input type="checkbox"/> Yes   <input type="checkbox"/> No<br>If no, please give reason: |                               |                                    |
| Reason for leaving:                     |  |                               |                                    |

**If you answer “YES” to any of the following five (5) questions, attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or appropriate explanation.**

1. Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? YES NO
  
2. While employed have you ever been subjected to disciplinary action that resulted in suspension, termination, or asked to leave a job or volunteer position? YES NO
  
3. Have you ever been involved in or subjected to any action that would constitute sexual misconduct in violation of the Word of God and in violation of federal, state, or local laws? YES NO
  
4. Have you ever been charged in a civil or criminal proceeding with improprieties based on your actions? YES NO
  
5. Have you ever entered a guilty plea, 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 from any crime including traffic offenses? This would also include any “adjournment in contemplation of dismissal (ACD). YES NO

Have you ever filed for bankruptcy? YES NO

If yes, state the nature and circumstances of bankruptcy:

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Have you ever been convicted of a felony offense? YES NO

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

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**PASTOR POSITION WRITTEN QUESTIONNAIRE**

Explain when and how you were called to the ministry.

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What is your philosophy of preaching?

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Describe your style of preaching.

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What is your management style?

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Describe your leadership style?

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Describe your ministry vision for the Aenon Missionary Baptist Church.

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List some of your accomplishments in churches where you've served.

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What attracted you to Aenon Missionary Baptist Church?

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What have you found to be the most challenging ministry area in your current church? Why?  
How did you address and improve this area?

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Why are you considering a call to a new church?

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What gifts would you bring to the church?

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How are you involved with the community beyond your local church responsibilities?

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**AENON MISSIONARY BAPTIST CHURCH  
PASTORAL APPLICANT UNDERSTANDING AND AGREEMENTS**

As an applicant for the position of Pastor at the Aenon Missionary Baptist Church in Rochester, New York, I understand and agree that I must include all requested information in order for my application to be considered complete. I further understand that I must provide truthful and accurate information in this application and in all supporting documents. I understand that, if hired, I may be separated from the position if it is later discovered, at any time, that information on this application or any of the documents submitted in support of this application are untrue or inaccurate.

I give the Aenon Missionary Baptist Church Pastoral Search Committee the right to investigate the information provided, contact listed references, and talk with former employers. Aenon Missionary Baptist Church has the right to secure additional pastoral and job related information about me.

I release the Aenon Missionary Baptist Church and its representatives from all liability for seeking such information. I understand the Aenon Missionary Baptist Church is an equal-opportunity employer and does not discriminate in its hiring practices. No representatives of the Aenon 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 at the Aenon Missionary Baptist Church, I am subject to a thorough reference check and background investigation including but not limited to; credit, motor vehicle, sexual, criminal history, education, and credential, as well as to medical/physical exams and drug screening.

I understand that all submitted documents and media are confidential and become the property of the Aenon Missionary Baptist Church. All documents and other items will be shredded and properly discarded after deliberation by the Pastoral Search Committee.

**I certify that all information provided 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 from the application process or pastoral assignment if hired.**

Applicant's Printed Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_