

**NEW BETHLEHEM BAPTIST CHURCH** \*Established 1916\* Preston and  
Aspen Streets Philadelphia, PA 19104 Church Office (215) 222-0164 or [nbbc1916@verizon.net](mailto:nbbc1916@verizon.net) Office  
Fax (215) 222-5828

*“Trust in the Lord, and do good; so shalt thou dwell in the land, and verily thou shalt be fed.”*

*Psalm 37:3*

*Dear Christian Friends:*

*Greetings in the name of our Lord and Savior Jesus Christ. The New Bethlehem Baptist Church is seeking a candidate to fill the position of pastor. The Job Description is as follows:*

***Principle Function***

*The pastor is responsible to the church to proclaim the gospel of Jesus Christ, to teach the biblical revelation, to engage in pastoral care ministries, to provide administrative leadership in all areas of church life.*

***Responsibilities:***

- 1. Plan and conduct the worship services; prepare and deliver sermons; lead in observance of ordinances.*
- 2. Lead the church in an effective program of witnessing and in a caring ministry for persons in the church and community.*
- 3. Visit members and prospects.*
- 4. Conduct counseling sessions; perform wedding ceremonies; conduct funerals with assistance of associate ministers.*
- 5. Serve as chairman of the Church Leadership Team to lead in planning, organizing, directing, coordinating, and evaluating the church ministries.*
- 6. Work with deacons, church officers, and committees/teams as they perform their assigned responsibilities; train and lead the deacons in their ministry.*
- 7. Act as moderator of church business meetings.*
- 8. Cooperate with associate, state, and denominational leaders in matters of mutual interest and concern; keep the church informed of denominational development; represent the church in civic matters.*
- 9. Strict adherence to the word and letters of the church constitution and by-laws.*

***Qualifications:***

- 1. College and seminary training in religion.*
- 2. Must be ordained.*

*All resumes are to be sent to the attention of the Pulpit Committee by January 14<sup>th</sup> 2013:*

*New Bethlehem Baptist Church*

*Preston and Aspen Street*

*Philadelphia, PA 19104*

*(215) 222-0164*

*Thank you for your interest. God Bless you.*

*Sister Janice D. Gunter*

*Chairperson of the Pulpit Committee*