

St Paul Missionary Baptist Church
1201 North 17th Street
Harrisburg PA 17103
717-234-0037

E-mail: wordandspirit1@yahoo.com

Website: stpaulharrisburg.org

PASTORAL VACANCY ANNOUNCEMENT

St. Paul Missionary Baptist Church, located in Harrisburg, the Capital of Pennsylvania, is seeking a pastor following the announcement by our beloved pastor of 24 years of his resignation, effective December 31, 2018, to pursue other avenues of ministry.

Celebrating 127 years of ministry, St Paul is an urban, non-traditional, predominantly African-American church located in the heart of the Capital city. The building, constructed in 1960, has been updated and modernized to include a sound booth with videotaping and recording capabilities, projection screens and Wi-Fi access. The sanctuary seats 400 with a current average weekly attendance of 50 spiritually mature members who are faithful in service and cheerful in giving..

St Paul endeavors to represent Christ in every aspect of our work, social, and personal life. Our Vision is “Changing Lives through the Power of Prayer and Love.” The church has a rich history of spreading the Gospel of Jesus Christ, community service, civic engagement and social activism.

Applications are requested immediately and will be accepted until the position is filled.

St Paul Missionary Baptist Church
1201 North 17th Street
Harrisburg PA 17103
717-234-0037

E-mail: wordandspirit1@yahoo.com

Website: stpaulharrisburg.org

Dear Pastoral Applicant,

. The members of St. Paul Missionary Baptist Church are prayerfully seeking God's will and direction in selecting a new Pastor. Thank you for your interest in the position.

Completion of the application will take prayer and time. Attachment of additional pages in response to some sections will be needed. A complete submission includes the following:

- Cover Letter
- St. Paul Application and Supplemental Pages
- Copies of Educational Credentials
- Copy of Ministerial License
- Copy of Ordination Certificate
- DVD of Recent Sermon/Presentation/Teaching

After prayerfully reviewing your application, please forward the package to Robert Lawson, Sr., Chair, Deacons Ministry, at the above street or email address.

Applications are requested immediately and will be accepted until the position is filled. All information forwarded will be treated as confidential.

Again, thank you for your interest in this critical position. Our prayer is that you continue to prosper in all areas of your ministry and life.

Yours in Christ,

Dea. Robert Lawson, Sr.

St Paul Missionary Baptist Church
1201 North 17th Street
Harrisburg PA 17103
717-234-0037

E-mail: wordandspirit1@yahoo.com

Website: stpaulharrisburg.org

Qualifications and Criteria for Pastoral Candidates

1. Is an ordained minister of the gospel
2. Is saved and Holy Spirit baptized
3. Has experience pastoring and administrating a church
4. Believes in the practice of the supernatural spiritual gifts of 1 Cor. 12:8-10
5. Has a love for people and expresses it
6. Is a worshiper of the Most High God and is not ashamed to outwardly express it
7. Has a passion to reach others for Christ
8. Believes that the Bible is the inerrant word of God
9. Believes that the five-fold ministry of apostle, prophet, evangelist, pastor and teacher (Eph. 4:11) is essential and valuable to the local church without regard to gender and age
10. Believes in the Holy Trinity of Father, Son and Holy Spirit. Believes that Jesus is the son of God and is the only way to Salvation
11. Believes in and teaches that Jesus fulfilled the law and we are now under the new covenant of Grace
12. Preaches and teaches, with emphasis, the role of Holy Spirit in our lives and in the church
13. Believes in the church's involvement in community and civic issues that promote healthy growth
14. Will encourage the members to grow in the fruit of the spirit
15. Is cheerful in giving and exemplifies good stewardship over God's possessions
16. Has good character traits; mirrors the life of Christ privately and publicly
17. Is a seeker of God's wisdom and understanding

St Paul's Missionary Baptist Church
1201 North 17th Street
Harrisburg PA 17103
717-234-0037

E-mail: wordandspirit1@yahoo.com

Website: stpaulharrisburg.org

Pastoral Job Description

Principle Function:

The pastor is to be the spiritual leader of the church. This person is responsible to the Lord and the church to primarily proclaim the gospel and teach the Bible. They are also to engage in pastoral care, provide supervisory leadership in all areas and oversee the paid and volunteer staff.

Duties and responsibilities:

Worship

- Plan and conduct worship services that glorify God
- Prepare and deliver sermons that edify the hearers and motivate them to implement the scriptures in their daily walk
- Lead in observance of church ordinances (baptism and Holy Communion)

Growth and Development of Congregation

- Conduct weekly Bible study and Prayer meeting
- Work with director of Christian Education to develop programs that enhance the spiritual development of the congregation
- Facilitate the development and exercise of the five-fold ministry gifts (Apostle, Prophet Evangelist, Pastor, Teacher)
- Revitalize Youth and Church School ministries

Administration

- Foster teamwork among church staff and committee chairs. Hold and/or attend regular meetings to coordinate the ministries of the church and facilitate communication
- Serve as moderator for and convene quarterly church meetings
- Oversee all areas of the congregation's ministry in consultation with the Deacons Ministry, other ministry heads and committee chairpersons

- Enable deacons, church officers, ministerial staff and committee chairs to better perform their duties through training and support
- Work with Finance Committee, Church Administrator and other Church leaders to see that the facilities of the church are functional and in good repair
- Serve as *ex officio* member of all organizations, departments, counsels, committees and boards

Outreach

- Equip and train the congregation for outreach and evangelism
- Work with youth ministry and evangelism ministry to support various mission opportunities; encourage the church in giving to missions; and involve the church in personal mission service locally and internationally
- Make a concerted effort to engage and follow-up with new visitors and encourage them to unite with the church and participate in discipleship training
- Relate to and connect with multiple generations and diverse populations
- Foster and maintain relationships with other Christian churches, associations and organizations locally, nationally and internationally

Pastoral Care

- Conduct counseling sessions.
- Perform wedding ceremonies as ordained in scripture and conduct funerals
- Provide pastoral care in conjunction with other staff, committees and deacons through visitation, counseling and prayer

Accountability

- Be accountable to God first then to the Congregation under the leading of Holy Spirit

Working conditions

- Be available in the office a sufficient amount of time for accessibility to members of the congregation and for regular communication with members of the church staff. Position allows great flexibility in hours available for work.
- The above duties are not intended to be an all-inclusive list nor a list that precludes delegation of responsibilities as appropriate.
- For successful operation of the church, perform other related duties as may be necessary.

St Paul Missionary Baptist Church
1201 North 17th Street
Harrisburg PA 17103
717-234-0037

E-mail: wordandspirit1@yahoo.com

Website: stpaulharrisburg.org

PASTORAL APPLICATION

BIOGRAPHICAL INFORMATION

Full Name _____

Home Address _____

Telephone Numbers (Home, Cell, Work) _____

Email _____ Personal Website _____

Date of Birth _____ Gender _____ SSN# _____

Marital Status _____ If Married, Spouse's Full Name _____

Number of Children and Ages _____

Current Church Membership _____

Current Denomination _____ Denominational Background _____

Are you a citizen of the United States? Yes ___ No ___ If No, are you authorized to work in the United States?
Yes ___ No ___

Do you have a valid driver's license? Yes ___ No ___ If Yes, issuing State _____

Do you have any legal issues pending? Yes ___ No ___ If Yes, please explain: _____

What would be the earliest date that you could be available to serve as Pastor? _____

EDUCATION

Please submit a listing of your educational background, starting with High School. Include name, address, years attended and year graduated. Other course work or continuing education courses may also be included. Please enclose copies of credentials that have been awarded..

EMPLOYMENT HISTORY

CURRENT EMPLOYMENT

Company Name _____ Telephone _____

Address _____ City _____ State _____

Title/Position _____ Start Date _____ Weekly Hours _____

Name of Supervisor and Phone Number _____

May we contact your current employer? Yes ____... No ____...

If not employed, state reason for leaving your last employment. _____

PREVIOUS EMPLOYMENT

Please submit a listing of your previous employment over the past 10 years. For each, please include employer name, address and telephone; title/position held; starting and ending dates; hours per week and reason for leaving.

CHURCH EXPERIENCE

Name of Current Church _____ Number of Members _____

Address _____ City _____ State _____

Position(s) Held and Start Date(s)

Please submit a listing of previous church experience and affiliations. Please include name, address and number of members; positions(s) held, starting and ending dates and reason for leaving.

Please describe at least one unique program of activity that you initiated and completed or participated in that resulted in spiritual and physical growth in the churches listed above. Please identify the church where the program or activity occurred..

Please submit a DVD of a recent sermon/presentation/teaching.

COMMUNITY AND CIVIC AFFILIATION(S)

Please list current and former community and civic affiliations outside of church. _____

PERSONAL EVALUATION

Please attach responses on separate page(s).

1. Give a brief summary of your conversion experience.
2. Give a brief summary of your call/leading to the ministry.
3. Which New Testament gifts do you have and how are you exercising them in ministry?
4. What do you feel to be your greatest personal strengths?
5. Who and what have shaped your doctrinal beliefs?
6. Describe your approach to leadership and team ministry.
7. How do you encourage yourself in the ministry?

REFERENCES

LIST TWO (2) PERSONAL REFERENCES

Do Not Include Relatives.

Reference #1

Name: _____

Address _____ City _____ State _____

Phone Number _____ Email _____

Reference #2

Name: _____

Address _____ City _____ State _____

Phone Number _____ Email _____

LIST THREE (3) CHRISTIAN-AFFILIATED REFERENCES

Do Not Include Relatives.

Reference #1

Name: _____

Address _____ City _____ State _____

Phone Number _____ Email _____

Reference #2

Name: _____

Address _____ City _____ State _____

Phone Number _____ Email _____

Reference #3

Name: _____

Address _____ City _____ State _____

Phone Number _____ Email _____

If I am selected for a Final Interview, I hereby authorize the St Paul Missionary Baptist Church to conduct a thorough background investigation, including criminal, child abuse and credit report, in order to verify the information in this application and supporting documentation hereto; furthermore, I release St Paul Missionary Baptist Church and all persons, companies and parties supplying such information from all liability..

I certify that the information I have submitted for employment is true, accurate and complete to the best of my knowledge. I acknowledge that any false statement made by me on this application, or any supplemental information provided, may inhibit further consideration of my application.

If this application leads to a call, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

By typing your name, you give consent that your electronic signature is the legal equivalent of your manual signature.

Please include additional pages as needed to fully respond to questions. Feel free to provide any other items or documentation that you feel supports your application.

All information forwarded will be treated as confidential.