

PASTORAL VACANCY ANNOUNCEMENT – HOW TO APPLY

Mount Calvary Baptist Church
1259 West 111th Street
Chicago, IL 60643

Mount Calvary Baptist Church is prayerfully seeking a full-time pastor who is called by God and equipped to effectively preach and teach the Word of God. Mount Calvary was organized in 1923 and has been a beacon in the Morgan Park area of Chicago for over 94 years. Currently, the active membership is approximately 500 and there are 35 functioning ministries. The candidate must also possess the biblical and spiritual qualities as outlined in **I Timothy 3:1-7 and Titus 1:5-9**.

Full-Time Pastor Position:

Application Acceptance Period: January 3, 2018 through March 31, 2018

Candidate Packets Must Be Postmarked by: March 31, 2018

All interested persons who wish to be considered must submit a complete candidate packet consisting of the following:

1. Cover letter and current resume
2. Official transcripts (of postsecondary institutions)
3. CD and/or DVD of a sermon delivered within the past year
4. Ordination, License, degrees and other related certificates
5. A completed and signed personal information form

Submission: Submit the Candidate Packets **ONLY** to:

Mount Calvary Pastoral Search Committee
Post Office Box 43380
Chicago, Illinois 60643

(Receipt of your submission will be acknowledged in writing)

Candidate Packets postmarked after March 31, 2018 and/or that do not contain the requested information will not be considered.

Candidates selected for further consideration will be notified and asked to provide additional information later in the selection process. Those candidates must consent to a reference check, criminal background check, updated physical, drug screening test, and credit and a financial history review (performed through outside agency to ensure complete confidentiality), to advance through the process.

All information presented will be treated as **CONFIDENTIAL**. For additional information or questions, please email your request to mcpastoralsearchcommittee@gmail.com .

No Phone Calls Please

QUALIFICATIONS

CANDIDATES MUST MEET THE FOLLOWING CRITERIA:

- Must be a licensed and ordained Baptist minister duly ordained in accordance with the Christian Faith; and meets the biblical qualification of a Pastor, as stated in I Timothy 3:1-7; and Titus 1:5-9;
- Must have a clear understanding of the Baptist Doctrine and Articles of Faith as well as being an effective communicator with the ability to teach sound doctrine and to preach effectively from the Holy Bible;
- Must have effective written, oral and interpersonal communication skills;
- Must be an effective leader with proven managerial and administrative skills;
- Must be proficient in the use of modern technology to enhance education and outreach;
- Must be committed to further religious training;
- Must be committed to and able to articulate and implement a vision for the church that emphasizes spiritual growth, Membership Development, Christian service and ongoing Christian Education development;
- Must be willing to attend, support and encourage the membership to attend Associations, Conventions, Congress and the State and National Convention for religious education that will enhance the church's existing ministries as well as establishing new ministries;
- Must demonstrate a record of community and mission outreach;
- Must be able to establish and maintain regular office hours sufficient to minister to the church membership;
- Must demonstrate an intergenerational approach to spiritual and congregational growth;
- Must be able to counsel and work with youth as well as promote and develop youth programs;
- Must be able to provide spiritual counseling in the areas of bereavement, marital, and other various individual needs of the congregation.

RESPONSIBILITIES OF A PASTOR (INCLUDE BUT ARE NOT LIMITED TO):

- Shall be director of the spiritual interests of this church; responsible for leading this church to function as a New Testament church, in accordance with the constitution and By-Laws of Mount Calvary Baptist Church.
- Shall lead the membership and church staff to perform their tasks and lead the Pastoral ministries.
- Shall work with the Deacon Ministry and staff to (a) lead this church in the achievement of its mission, (b) proclaim the gospel to believers and unbelievers, and (c) care for this church's members and others in the community.
- Shall be an ex-officio member of all ministries, committees and other organizations connected with this church and have the right to advise and be advised of all matters pertaining to the welfare of this church. As an ex-officio member, the Pastor will be consulted on all issues in discussion related to Pastoral responsibilities. As an ex-officio member, the Pastor may participate in the committee discussions but cannot make formal motions or vote on the matters being considered.
- The Pastor shall perform the duties inherent in the office of Pastor. It shall be the Pastor's duty to preach at the services of public worship, to be in charge of serving communions, conducting midweek services and visiting the sick. The Pastor's duties and responsibilities shall include officiating the ordination of ministerial candidates, officiating funeral services, wedding ceremonies and baptisms.
- Additionally, it shall be the Pastor's duty to ensure observance of the Mount Calvary Baptist Church Constitution and Bylaws and perform other Pastoral duties as may be outlined in the Pastoral contract with the church.

PERSONAL INFORMATION

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

Are you known by another name? _____

Address: _____ City _____ State _____ Zip _____

Mailing Address if different (City/State/Zip) _____

Phone Numbers (Home) _____ (Cell) _____ (Business) _____

Email Address _____

Birth Date _____ Birth Place _____ Are you a US Citizen? _____

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

Please list all addresses and residence periods for the last five years:

Previous Address Information (attach additional sheet if necessary)

Home address City State Zip code: _____

From: _____ To: _____
Month/Year Month/Year

Home address City State Zip code: _____

From: _____ To: _____
Month/Year Month/Year

Social media footprint (i.e. Facebook, Twitter handle, Instagram, LinkedIn, etc.) (if applicable)

Digital Media (i.e., Links to podcast, blogpost, etc. if applicable) _____

Spouse's name (Last) _____ (First) _____ (Middle) _____

Number of Children _____ Ages _____

Are you a Veteran? Yes _____ No _____

List your marital history (any prior marriages) dates and place: _____

Printed Candidate Name _____

Candidate Signature _____ Date _____

CANDIDATE CHECKLIST

1. ____ Cover Letter and Resume
2. ____ Official transcripts (of postsecondary institutions)
3. ____ CD and/or DVD of a sermon delivered within the past year
4. ____ Ordination, License, degrees and other related certificates
5. ____ A completed and signed personal information form

Printed Candidate Name _____

Candidate Signature _____ Date _____

Mail to:

**Mount Calvary Pastoral Search Committee
Post Office Box 43380
Chicago, Illinois 60643**

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