

# SHILOH BAPTIST CHURCH (NEW SITE)

Nathaniel Harley, Jr.  
Diaconate Chair

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525 Princess Anne Street  
Fredericksburg, VA 22401  
(540) 371-1153

G. Gayle Wilson  
Church Clerk

Judith C. Alston  
Trustee Chair

Shiloh Baptist Church (New Site) [SBC(NS)] or “Shiloh New Site” is a historic, predominantly African American congregation located in historic downtown Fredericksburg, VA. Located 53 miles south of Washington, DC and 59 miles north of Richmond, VA, Fredericksburg is a thriving area with a variety of activities and opportunities for ministry as well as personal and family enrichment. Shiloh New Site traces its roots to the African Baptist Church established in 1857, but the congregation known as Shiloh New Site was established formally in 1890. Today, Shiloh New Site is a congregation of over 400 members and 18 ministries dedicated to extending the love of God through Jesus the Christ to the community and the world. Additional information may be found at: <https://www.shilohnewsite.org/>.

With the retirement of our previous pastor, Shiloh New Site has established a Pastor Search Committee tasked to obtain applications including copies of all credentials, interview and investigate candidates, and bring to the Church one person whose character and qualifications best fit the Office of Pastor.

**Duties and Responsibilities:** The pastor is accountable, first and foremost, to God and God’s Word, and secondly to the Joint Board (Diaconate and Trustees) and Shiloh New Site membership. The pastor shall lead the Church in all aspects of ministry to include preaching the gospel, administering the ordinances, watching over the membership, managing daily Church operations, and having charge of the spiritual welfare of the congregation and the stated services of public worship. The pastor’s duties and responsibilities include but are not limited to the following:

- Proclaim the Word of God through biblically sound, inspirational, and relatable preaching, insightful and relevant teaching, and Christ centered personal modeling;
- Provide spiritual and organizational leadership and training to the associate ministers, ministry leaders, church staff, and membership in a manner that fulfills the church mission and vision, enhances operational procedures, provides impactful outreach, and empowers the Church to navigate through crises and change;
- Preach at scheduled worship services as determined in consultation with church leadership. Officiate or preach at special services to include weddings, funerals, dedications, ordinations, etc.;
- Ensure worship services, ministry activities, and Christian Education studies are meaningful and transformational for all ages;
- Provide leadership for the development and growth of thriving ministries for children, youth, and young adults;
- Ensure a church environment that is inclusive and welcoming to an increasingly diverse community;
- Exercise personal leadership in pastoral care and shepherding of the church membership with special emphasis on the hospitalized, shut-in, and bereaved;
- Nurture the mental, spiritual, and emotional health of the congregation and administer a plan to make referrals as necessary and quickly respond to crisis situations within the membership;
- Moderate and preside at all Joint Board (Diaconate and Trustees) and Church meetings and serve as an ex-officio member of all ministries and committees of the Church;
- In conjunction with the Joint Board, assume full management of the budget, business operations, and strategic planning of the church; and
- In conjunction with the Personnel Committee, provide oversight for duties performed by church employees and ministry leaders.

Qualifications for Pastor.

- Be a Spirit filled, Spirit led, and prayerful disciple of Jesus Christ whose life and ministry model the Biblical qualifications of a pastor as presented in 1 Timothy 3:2-7, Titus 1:6-9, and 1 Peter 5:2-4.
- Be a licensed and ordained minister of the gospel of Jesus Christ with a minimum of five years' experience in ministry and ministerial leadership.
- Possess a Master of Divinity degree from an accredited institution (preferred).
- Demonstrate a commitment to excellence in preaching, teaching, pastoral care, community outreach, and organizational leadership.
- Possess an appreciation for and understanding of technology to include social media and virtual ministry operations and their relevance and use in ministry.
- Demonstrate a knowledge of civic issues and an understanding of public sector processes and policies.

Any Baptist minister meeting the above qualifications is invited to submit their candidacy by forwarding the following to: [sbncs.pastorsearch@gmail.com](mailto:sbncs.pastorsearch@gmail.com) (NOTE: email is the preferred means of applying).

- Cover letter
- Resume
- SBC(NS) Application for the Office of Pastor
- Copy of ministerial license and ordination certificate
- Copy of college and seminary transcript as applicable (sealed)
- Links to sermons, Bible Study classes or other presentations (optional)

Alternatively, paper correspondence may be sent to:

Shiloh Baptist Church (New Site)  
ATTN: Pastor Search Committee  
c/o Deacon Nathaniel Harley, Jr.  
P. O. Box 93  
Fredericksburg, VA 22404

Electronic correspondence must be received by February 15, 2022. Correspondence sent by U.S. Mail or other carriers must be postmarked no later than February 15, 2022 to be considered. Application packages will be acknowledged upon receipt. Expenses will be paid for the finalists to conduct in-person sermons and interviews. Please direct questions to the undersigned at: [sbncs.pastorsearch@gmail.com](mailto:sbncs.pastorsearch@gmail.com).

Continued Blessings,



Deacon Nathaniel Harley, Jr.  
Diaconate Chair &  
Pastor Search Committee Chair

**Shiloh Baptist Church (New Site)**  
**525 Princess Anne Street**  
**Fredericksburg, VA 22401**

**Application for the Office of Pastor**

**Personal Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address* *Apartment/Unit #*

\_\_\_\_\_ \_\_\_\_\_  
*City* *State* *ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Marital Status:     Single     Married     Widowed     Separated     Divorced

**Ministerial Certifications**

Location of License to Preach: \_\_\_\_\_ Date: \_\_\_\_\_

Location of Baptist Ordination: \_\_\_\_\_ Date: \_\_\_\_\_

Ordination Authority (i.e., Council): \_\_\_\_\_

**Education**

Degree / Certificate and Field of Study	Month / Year Conferred	Name and Address of Institution <i>(educational credentials will be required for finalists)</i>

**Current Religious and Professional Associations**

Organization	Leadership Position(s)

## Ministerial Experience

Church or Institution	Address	Position	Salary	Dates Employed From/To (MM/DD/YY)	Size of Church/ Institution	Contact for Reference (Yes/No)

## References

*Provide five (5) personal references outside of your current congregation or institution.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Organization: \_\_\_\_\_ Phone: \_\_\_\_\_

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

## Counseling Experience

Do you have any Clinical Pastor Education (CPE) credentials?      YES      NO  
         

If yes, provide level and details on your training (location, number of hours, specializations, etc.).

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Summarize your counseling experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe your counseling philosophy: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Teaching Experience**

Summarize your biblical/theological teaching credentials and experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe your pedagogical approach: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Community Involvement**

Summarize your current community involvement and service:  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Objective**

Describe your personal and/or professional objective in applying for this position:  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Disclaimer and Signature

I certify that my answers are true, complete, and represents my original and personal submission. I understand that false or misleading information in my application or interview disqualifies me from consideration or if already employed, may result in my release (*electronic signature is acceptable*).

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

For Committee use only: Date Application Received \_\_\_\_\_ Date Reviewed \_\_\_\_\_  complete  Incomplete