**The Morning Star Missionary Baptist Church**

**Jamaica, N.Y, 11434**

**Pulpit Committee**

Jamaica, N.Y. 11434

pulpitcommittee@msmbcnyc.org

**APPLICATION FOR PASTOR POSITION**

**DATE**

**APPLICANT INFORMATION**

Full Name (Legal):

Last Name First Name Middle

Present Address (Residence):

Street

City State Zip Code

Mailing Address (if different): \_

Street

 \_

City State Zip Code

Telephone: Day ( ) Evening ( ) Mobile ( )

* 1. Mail Address:

If hired, can you present proof of your legal right to live and work in this country? □ YES □ NO □ N/A Number of years in the U.S.

**FAMILY INFORMATION**

Marital Status: □ Married □ Separated □ Divorced □ Widowed □ Single

If Married, Name of Spouse:

Last Name First Name Middle

Do you have Children? □ YES □ NO

List the name and ages of Children below. \*Use additional sheets if needed

|  |  |
| --- | --- |
| Name(s) | Age(s) |
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**EDUCATIONAL BACKGROUND**

List all schools (including seminary) attended, location, dates attended, degrees earned and graduation if applicable.

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| --- | --- | --- | --- | --- |
| **NAME OF SCHOOL** | **LOCATION****(complete mailing address)** | **DATES ATTENDED** | **DEGREE EARNED** | **GRADUATION DATE** |
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Please list courses attempted whether or not completed; P/T or F/T; dates; institutions and awards received.

**PROFESSIONAL LICENSE/CERTIFICATION**

List all professional license and/or certification you hold as indicated below.

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| --- | --- | --- | --- |
| **License/Certification** | **License/Certification # (if applicable)** | **Date(s) Obtained** | **Name of Issuing Entity** |
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**ORDINATION**

Are you ordained? □ YES □ NO

Name of Ordaining Body: Date and Place of Ordination:

**EMPLOYMENT EXPERIENCE**

Please list your work and/or ministry experience beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

|  |  |
| --- | --- |
| **Name of Employer:** | **Name of Immediate Supervisor:** |
| **Complete Mailing Address:****Phone:** | **Employment Dates:****Start End:** |
| **Job Title:** | **Full Time/Part Time (Indicate the # of hours worked):** |
| **Duties/Responsibilities:** | **Ending Salary** |
| **Reason for leaving (be specific)****May we contact this employer for a reference?** □ YES □ NO |

|  |  |
| --- | --- |
| **Name of Employer:** | **Name of Immediate Supervisor:** |
| **Complete Mailing Address: Phone:** | **Employment Dates:****Start End:** |
| **Job Title:** | **Full Time/Part Time (Indicate the # of hours worked):** |
| **Duties/Responsibilities:** | **Ending Salary** |
| **Reason for leaving (be specific)****May we contact this employer for a reference?** □ YES □ NO |

**Name of Employer:**

**Name of Immediate Supervisor:**

|  |  |
| --- | --- |
| **Complete Mailing Address:****Phone:** | **Employment Dates:****Start End:** |
| **Job Title:** | **Full Time/Part Time (Indicate the # of hours worked):** |
| **Duties/Responsibilities:** | **Ending Salary** |
| **Reason for leaving (be specific)****May we contact this employer for a reference?** □ YES □ NO |

*[If you answer “Yes” to any of the questions in the following section, please attach a separate sheet indicating the nature of suit, offense, date, court, and disposition or other appropriate explanation. A conviction record will not automatically be a bar to employment. Factors such as your age at the time of the crime, seriousness and nature of the violation, time elapsed since the crime, job relatedness, and subsequent rehabilitation will be considered]*

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? □ YES □ NO

Has any employer ever subjected you to disciplinary action, suspended, terminated or asked you to leave a job or volunteer position on the grounds of any unlawful sexual behavior, or violation of an employer’s sexual misconduct or harassment policy? ? □ YES □ NO

Have you ever been charged in civil or criminal proceeding with improprieties regarding children? □ YES □ NO

Have you ever entered a plea of guilty, 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 for any crime other than a minor traffic offense? □ YES □ NO

Have you ever been suspended, discharged, or resigned in lieu of discharge from any position? □ YES □ NO

**OTHER**

HAVE YOU EVER FILED FOR BANKRUPTCY? □ YES □ NO

If yes, please state the nature and circumstances of the bankruptcy:

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HAVE YOU EVER BEEN CONVICTED OF A FELONY? □ YES □ NO

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

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All applicants **MUST** include the following support documentation with your application:

* + 1. Cover letter and current resume;
		2. Recent color photograph;
		3. List of three (3) references that we may contact. Be sure to include their name, title, mailing address, telephone number, affiliation and years they have known you. Please note these individuals/references should not be family members, relatives or former supervisors;
		4. Copy of all official transcripts from college and/or seminary;
		5. Copy of Ordination certificate;
		6. One (1) DVD and/or web address of a recent sermon;
		7. List all associations, achievements, professional affiliations and honors
		8. List of all articles written, where published and when; **AND**
		9. Complete MSMBC *Pastor Position Written Questionnaire*.

**UNDERSTANDING AND AGREEMENTS**

*As an applicant for the position of Pastor with the Morning Star Missionary Baptist Church, I understand and agree that I must include all requested information in order for my application to be complete, as incomplete applications will not be considered. I further understand that I must provide truthful and accurate information in this application and all supporting documents. I understand that I may be separated from the position if it is later discovered (at any time) that information on this form or supporting documents was incomplete, untrue or inaccurate. I give the Morning Star Missionary Baptist Church Pulpit Search Committee the right to investigate the information provided, contact listed references and talk with former employers (except where I have indicated they may not be contacted). I give the Morning Star Missionary Baptist Church Pulpit Search Committee the right to secure additional pastoral and/or job related information about me. I release the Morning Star Missionary Baptist Church and its representatives from all liability for seeking such information. I understand the Morning Star Missionary Baptist Church is an equal-opportunity employer and does not discriminate in its hiring practices. I understand that if employed /installed as pastor, I may resign at any time and that the Morning Star Missionary Baptist Church may terminate me at any time in accordance with its established policies and procedures. No representative of the Morning Star 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, I am subject to a thorough reference check, background checks (including credit, motor vehicle, sexual, criminal history, education and credentials), medical/physical and drug screening. I further understand that I may be required to remit appropriate fees to the Morning Star Missionary Baptist Church associated with background check.*

*I understand that ALL SUBMITTED DOCUMENTS AND MEDIA ARE CONFIDENTIAL AND BECOME THE PROPERTY OF THE*

*Morning Star Missionary Baptist Church. ALL DOCUMENTS AND OTHER ITEMS WILL BE SHREDDED AFTER DELIBERATION IS COMPLETE AND THE PASTOR HAS BEEN INSTALLED.*

*I certify that all information presented 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.*

***(For your application to be considered, you must sign and date below.)***

Applicant Signature Date\_

**The Morning Star Missionary Baptist Church**

**Pulpit Committee**

Jamaica, NY 11434

pulpitcommittee@msmbcnyc.org

**PASTOR POSITION WRITTEN QUESTIONNAIRE**

Please complete with type or print using black ink only. All interested individuals **MUST** complete the *Pastor Position Written Questionnaire* in order to be considered for the position of Pastor at the Morning Star Missionary Baptist Church. The *Questionnaire* **MUST** be **emailed**, along with the application and other supporting documentation by **11:59PM on Sunday, January 31 , 2016** this is the **deadline**.

# PLEASE DO NOT SEND TO THE CHURCH DIRECTLY

Date:

NAME:

E-MAIL:

ADDRESS:

PHONE: Cell PHONE:

I am: [ ] Single [ ] Married [ ] Separated [ ] Divorced [ ] Widower I have dependents

Explain when and how you were called to the ministry.

Describe your style and philosophy of preaching.

Describe what you have accomplished in the churches where you have served.

Describe your vision and beliefs.

Describe your ministry vision for the Morning Star Missionary Baptist Church.

How involved should the laity be in planning and leadership of the church? Describe your management style.

Describe your approach to preaching and what you are trying to accomplish in that time.

How do you deal, generally speaking, with controversial issues from the pulpit and in ministry? Please give examples.

Ten years from now, how would you like the church you serve to be different?

What did you see in our preliminary material that attracted you to our church?

Do you prefer a traditional or more contemporary approach to worship for the main service on Sunday? For other services?

Describe your pastoral style.

Describe your financial philosophy regarding stewardship/pledging, savings, investing, and credit card usage.

What have you found to be the most challenging ministry area in your current church?

What have you found to be the most satisfying ministry area in your current church?

Why are you considering a call to a new church?

Describe a time when you had to deal with very diverse congregants.

How do you teach people to know God’s will?

What gifts would you bring to the church?

What was the percentage of people engaged in ministry when you arrived at your current church? What is it now?

What are your strengths that you perceive? That others perceive?

What are your weaknesses that you perceive? That others perceive?

Could you give an example of your involvement with the community beyond your local church responsibilities?

Please rate, on a scale of 1 to 5, how important each of the following specific tasks are to you as a prospective pastor with 5 being the highest and 1 the lowest.

 Providing administrative leadership for the congregation’s ministries.

 Actively and visibly supporting the church’s stewardship program by building awareness and a stable financial base.

 Planning and leading worship that is sensitive to the needs of the congregation.

 Focusing on the spiritual development of members.

 Pastoral counseling.

 Developing and supporting compelling Christian education programs that also include children and youth.

 Visiting the sick, shut it and bereaved.

 Planning and leading new member recruitment.

 Visiting members in their homes.

 Supporting the world mission of the church.

 Participating in denominational activities.

 Holding social justice issues before members.

 Building an endowment fund/program.

 Maintaining and strengthening the church worship style.

 Addressing physical plant needs, creating appropriate space to support all levels of Christian Education.

 Promoting social stability as a church.

 Increasing membership; attracting young families.

 Enhancing the ability to define/articulate church needs.

# Please feel free to add additional information if necessary. All information provided will remain confidential and will not be shared beyond the search team.