

The Second Baptist Church of Paterson, New Jersey is actively seeking a Pastor to serve our congregation and community. Our current Pastor, The Reverend Dr. Alexander McDonald III will be retiring from the pastorate and relocating to his birth home of North Carolina on the last Sunday of October, 2020, after 35 years of leading our church and community. While we are sad to see him retire, we are grateful for his dedicated service over the years and pray God's continuous favor and blessings upon him and our First Lady as they embark upon the next phase of God's order for their lives.

Second Baptist Church of Paterson is an enthusiastic, energized, full outreach ministry that proclaims and adheres to the full gospel of the Old and New Testament. It is predominantly African-American with various other nationalities and cultures, located in the third largest city of New Jersey, Paterson. The church membership (on roll) is approximately 500 with an average Sunday attendance of 125.

We have begun the process of seeking a Full-Time -Senior Pastor, CALLED BY GOD, who will be the spiritual leader of our congregation. The qualified candidate is responsible to GOD, and the church to proclaim the gospel of Jesus Christ, to teach the Bible, to provide Christian leadership in all areas of the church, and to engage in pastoral care for the congregation. The candidate must also be able to articulate a vision for the church that emphasizes spiritual growth and Christian Education and Development.

### **PRIMARY RESPONSIBILITIES:**

#### **Ministry**

- Responsible for all aspects of the spiritual well-being of the congregation to include outreach, discipleship, and Christian Education with Christianly love.
- Ensures the vision and mission of the church is maintained.
- Oversees all the ministries of the church by serving as ex-officio.
- Oversees worship services, and is responsible for preaching bible-based and doctrinally sound sermons, and supplying the pulpit with other ministers who practice the same principles.
- Responsible for teaching and encouraging tithing and giving God's way.

#### **Administrative Duties**

- Head of the administrative body.
- In conjunction with the Trustees and Finance Committee, is responsible for the development and implementation of the church budget.
- Manager of the paid church staff.
- Along with the Deacon Board and Ministry-Centered Leaders, ensures that the church is adhering to the Bible and the by-laws set by Second Baptist Church. This includes dealing with conflicts within the church and any discipline issues that may arise.
- Moderates all church-wide meetings including the leadership and annual business meetings. (The senior pastor should have basic knowledge of business and finance)

## **Counselor**

- Responsible for counseling members or ensuring those members have faith-based counseling services.
- Lead or make available sessions focusing on premarital advice, marriage, and divorce as needed by the congregation.
- Visit the sick and shut-in during times of need.
- Visit and counsel persons who are incarcerated.
- Provide a compassionate shoulder for the bereaved during their time of grieving.

## **OTHER RESPONSIBILITIES:**

The senior pastor must exercise sound judgment to deal with any situation that concerns or threatens the well-being of the congregation or the church. Additionally,

- Attend to his or her own personal spiritual health and development.
- Officiate over weddings and funerals.
- Serve as the church's representative outside of the church, and be involved in community affairs such as civic club memberships, attendance at civic and cultural events, or other appropriate venues.
- Serve as CEO of The Second Baptist Community Development Corporation
- Serve as President of The Rising Dove Senior Apartments, Inc.

## **PERSONAL QUALITIES**

- Good communicator -must be an effective communicator from the pulpit and in one-on-one relationships; must be able to demonstrate the relevance of the Scriptures in daily life.
- Team builder -strong leader who encourages and inspires the pastoral staff, church leadership, and the church body to do the work of the ministry; should have a clear vision of the ministry of Second Baptist Church, and the ability to impart this vision to others; values and demonstrates consensus building.
- Exemplary life style -personal life should be an example of integrity, humility, honesty, openness and a reflection of Christian maturity. This will be exemplified in his or her marriage, family, relationships, and church life.
- Personal accountability -must be accountable to pastoral staff, official boards, auxiliaries, committees, congregation, the community, and self.
- Family commitment -recognize that the first ministry is to the pastor's family, and then to The congregation.
- Financial responsibility -manage personal finances in a responsible fashion.

## QUALIFICATIONS

- Must be a Christian and an ordained Baptist minister.
- Bachelor's degree from a recognized accredited institution required; A minimum of 2 years of theological studies from an accredited Seminary.
- Ordained for a minimum of 5 years.
- Proven verbal and written communication skills.
- Proven knowledge of non-profit finance.
- Proven knowledge of technology and media; experience with social media preferred.

### How to Apply:

Please mail your letter of interest, a current resume and the completed application (attached) to the following address:

Second Baptist Church  
72 Carroll Street  
Paterson, New Jersey 07501  
Attn: Pulpit Committee

Or:

You may submit all of the above forms via e-mail to: [sbcpulpitcommittee2019@gmail.com](mailto:sbcpulpitcommittee2019@gmail.com)

### Notes:

The Pulpit Committee will acknowledge all applications via email.

Missing or incomplete information will result in automatic disqualification. Deadline to submit application is: **October 31, 2019**.

Final candidates will be notified and asked to provide additional information later in the selection process. Final candidates must consent to a reference check and background/criminal history check. All information presented will be treated as confidential.

No phone calls please.