

MOUNT NEBO MISSIONARY BAPTIST CHURCH
2251 REV. DR. MOSES E. MONROE STREET
FORT LAUDERDALE, FLORIDA 33311

PASTORAL VACANCY APPLICATION

Mount Nebo Missionary Baptist Church's humble beginnings started with a small group of baptized believers on August 15, 1925 in Fort Lauderdale, Florida. MNMBC has a long and fruitful history and is therefore looking for a Pastor who will help us capture a fresh vision for the future. We are seeking a Servant of God who is a supportive visionary, able to connect with an inter-generational congregation, and one who will lead the church by equipping and inspiring us through the preaching and teaching of the Gospel of Jesus Christ.

Opening Date: October 29, 2023

Closing Date: January 31, 2024

All interested persons must submit a complete application consisting of the following information:

1. Applications can be found at **mountnebobaptist.org**
2. An online link (accessible via either Facebook or YouTube) to a sermon delivered within the past year
3. Certified official transcript sealed from the institution mailed to the church
4. Three (3) recommendation letters, clergy, layperson, and personal (**non-relative**)
5. A completed and signed application checklist (see page 9)
6. A resume

SUBMISSION: Submit the Application Package by certified mail to:

United State Postal Service
Mount Nebo Missionary Baptist Church
C/O Pastor Search Committee
P.O. Box 122256
Fort Lauderdale, Florida 33311

Fed Ex or UPS deliveries
Mount Nebo Missionary Baptist Church
C/O Pastor Search Committee
P.O. Box 122256
Fort Lauderdale, Florida 33311

NOTE: Completed application and resume are required. Any Applicant Package postmarked after the closing date of November 29, 2023, will not be considered. Attaching a copy of your resume to this application and stating "See attached resume" will not be considered as a sufficient response to any item in this application. Missing information will result in automatic disqualification of your application. Final applicants will be notified and asked to provide additional information later in the selection process. Final applicants must consent to a reference check, a criminal history background check, a drug screening, credit, and financial history review (performed through outside agencies for complete confidentiality).

All information presented will be treated as "Confidential." Please submit requests for additional information or questions in writing from November 1 through November 22, 2023 to Pastor Search Committee at MountNeboPSC@gmail.com or by mail to Mount Nebo Missionary Baptist Church, c/o Pastor Search Committee, P.O. Box 122256, Fort Lauderdale, Florida 33311.

NO PHONE CALLS PLEASE

QUALIFICATIONS

- Must be a Bi-vocational Minister, maintaining employment outside of the church while dedicating their time and passion to our congregation
- Must have a master's degree from an accredited seminary
- Must have 7 years of pastoral experience in the Baptist Faith or be a licensed minister with 7 years of experience and ordained by a Baptist Church Pastor
- Ability to teach and use the Word of God with wisdom and patience verbally and in writing
- Ability to keep members' information private when working with them during and after pastoral counseling
- Ability to manage their household in a biblical manner
- Must be led by the Holy Spirit not by worldly and fleshly desires
- Must exhibit a record of community and civic involvement
- Must accept the by-laws and policies of Mount Nebo Missionary Baptist Church

DUTIES OF THE PASTOR

The Pastor will:

- be able to balance bi-vocational responsibilities
- be an ex-officio member of all church ministries/committees
- preside over worship services, funerals, weddings, and baby dedications or designate someone else to perform these functions if absent
- be responsible for teaching, conducting and observing the Ordinances of the Lord's Supper and Baptism
- be responsible for visiting persons who are hospitalized, confined to home, or in an extended care facility or delegate to church leaders if absent
- generate new ideas with youth and young adults, develop leaders, instill values and communicate biblically sound approaches to help church leaders and members reach the community
- be committed to continued theological and congregational education for the purpose of congregational formation and growth
- articulate a vision for the church
- attend and encourage members to support (Associations, Unions, and the State and National Congress and Convention) religious education and ideas that will enhance the church's ministries as well as establish other ministries
- supervise the administrative operations of the church and its facilities
- moderate church conference meetings
- work with various ministries to facilitate Servant Leadership in planning, organizing, and coordinating programs in discipleship and ministry
- promote accessibility practices to create a safe and welcoming environment
- serve as Lead Evangelist leading congregational initiatives to share the Gospel of Jesus Christ

SECTION I: PASTORAL VACANCY APPLICATION

PERSONAL INFORMATION

Applicant Name: Last: _____ First: _____ Middle: _____

Are you known by another name: _____

Home Address: _____ City: _____ State: _____ Zip: _____

Mailing Address, if applicable: _____ City: _____ State: _____ Zip: _____

Applicant Phone Numbers: Home: _____ Cell: _____

Business: _____ E-mail Address: _____

Applicants preferred method of contact regarding this position (Check one)

Home: _____ Cell: _____ Business: _____ E-mail: _____

Are you a citizen or legal resident: Yes: _____ No: _____

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 three (3) years:

Previous Address Information (Complete only if at current address for less than three (3) years)

Home Address: _____ City: _____ State: _____ Zip Code: _____

Home Address: _____ City: _____ State: _____ Zip Code: _____

Home Address: _____ City: _____ State: _____ Zip Code: _____

Are you able to perform essential functions of this position with or without reasonable accommodation?

Yes: _____ No: _____ If needed, please explain: _____

Attach an additional sheet if necessary.

SECTION II: ORDINATION AND CURRENT CHURCH

ORDINATION AND CURRENT CHURCH

Are you licensed? Yes: _____ No: _____ Are you an ordained Baptist Minister? Yes: _____ No: _____

License date and place: _____

Ordination date and place: _____ By Whom: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Have you been baptized by immersion? Yes: _____ No: _____

Current church name and address of which you are a member _____

Address: _____ City: _____ State: _____ Zip Code: _____

SECTION III: EDUCATIONAL, MILITARY AND EMPLOYMENT HISTORY

EDUCATIONAL BACKGROUND

Undergraduate School: Major: _____ Minor: _____

Name of Institution: _____ From: _____ To: _____

Did you graduate? Yes: _____ No: _____ Name of Degree: _____ Date: _____

Seminary

Name of Institution: _____ From: _____ To: _____

Did you graduate? Yes: _____ No: _____ Name of Degree: _____ Date: _____

Graduate School

Name of Institution: _____ From: _____ To: _____

Did you graduate? Yes: _____ No: _____ Name of Degree: _____ Date: _____

Other

Name of Institution: _____ From: _____ To: _____

Did you graduate? Yes: _____ No: _____ Name of Degree: _____ Date: _____

SECTION III CONTINUED

MILITARY SERVICE

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

EMPLOYMENT HISTORY

Please list your employers starting with the current or most recent one first.

Employer #1 Name: _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

Position: _____ Date Started: _____ Date Ended: _____

Type of Employment: Full-time: ___ Part-Time: ___ Reason for Leaving: _____

Employer #2 Name: _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

Position: _____ Date Started: _____ Date Ended: _____

Type of Employment: Full-time: ___ Part-Time: ___ Reason for Leaving: _____

Employer #3 Name: _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

Position: _____ Date Started: _____ Date Ended: _____

Type of Employment: Full-time: ___ Part-Time: ___ Reason for Leaving: _____

Employer #4 Name: _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

Position: _____ Date Started: _____ Date Ended: _____

Type of Employment: Full-time: ___ Part-Time: ___ Reason for Leaving: _____

Employer #5 Name: _____

Street Address: _____ City: _____ State: _____ Zip Code: _____

Position: _____ Date Started: _____ Date Ended: _____

Type of Employment: Full-time: ___ Part-Time: ___ Reason for Leaving: _____

SECTION IV: REFERENCES

REQUIRED REFERENCES

Please list three references consisting of clergy, layperson and personal (non-relative)

Clergy

Full Name _____ Relationship: _____

Organization: _____ Telephone Number: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Layperson

Full Name: _____ Relationship: _____

Organization: _____ Telephone Number: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Personal

Full Name: _____ Relationship: _____

Organization: _____ Telephone Number: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Additional References (Optional)

Full Name: _____ Relationship: _____

Organization: _____ Telephone Number: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Full Name: _____ Relationship: _____

Organization: _____ Telephone Number: _____

Address: _____ City: _____ State: _____ Zip Code: _____

SECTION V: BACKGROUND INFORMATION

BACKGROUND INFORMATION

Please share any matters and/or concerns that will be of importance for the Pastor Search Committee to be aware of at this time. (Attach an additional sheet if necessary).

If you answer “Yes” to any of the questions in the following section, please attach a separate sheet indicating the nature of the suit, charge, or offense, when and where charged, the date, court, and disposition or other appropriate explanation. An arrest or a conviction record will not automatically be barred from 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.

A. Have you ever been arrested for any offense? Yes: ____ No: ____
If yes, please state the nature of the charge(s), when and where you were charged and the case disposition. (Attach additional sheet if necessary)

B. Have you ever been convicted? Yes: ____ No: ____
If yes, please state the nature of the conviction(s), when and where and the case disposition.
(Attach additional sheet if necessary)

Adjudication withheld? Yes: ____ No: ____

C. Are you presently being investigated or under a procedure to consider your discharge by your present employer? Yes: ____ No: ____

If yes, please state the nature of the charge(s), when and where you were charged and the case disposition.
(Attach additional sheet if necessary)

SECTION V: BACKGROUND INFORMATION CONTINUED

D. Have you been disciplined, suspended, terminated, or asked to leave your job or volunteer position due to any unlawful sexual behavior, employer serial misconduct, or harassment: Yes: ____ No: ____
If yes, please state the nature of the action(s), when and where and the disposition.
(Attach additional sheet if necessary)

E. Have you ever been charged in administrative, civil, or criminal proceedings with improprieties regarding children? Yes: ____ No: ____

If yes, please state the nature of the action(s), when and where and the disposition.
(Attach additional sheet if necessary)

F. Have you ever entered a plea of not guilty, or guilty or 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: ____

If yes, please state the nature of the action(s), when and where and the disposition.
(Attach additional sheet if necessary)

G. Have you ever been suspended, discharged, or resigned in lieu of discharge from any position?
Yes: ____ No: ____ If yes, please state the nature of the action(s), when and where and the disposition. (Attach additional sheet if necessary)

H. Have you ever been a plaintiff or defendant in an administrative, civil matter or lawsuit?
Yes: ____ No: ____

If yes, please state the nature of the action(s), when and where and the disposition.
(Attach additional sheet if necessary)

I. Have you ever been treated for substance/alcohol abuse? Yes: ____ No: ____

If yes, please state the nature of the action(s), when and where and the disposition.
(Attach additional sheet if necessary)

J. Have you held a position that required bonding? Yes ____ No ____

K. Have you ever been accused or charged of a sexual offense? Yes: ____ No: ____

SECTION VI: APPLICATION CHECKLIST

APPLICANT CHECKLIST

APPLICANT'S FULL NAME: _____

DATE: _____

- ____1. A fully completed Pastoral Vacancy Application package and resume.
- ____2. An online link (accessible via either Facebook or YouTube) to a sermon delivered within the past year.
- ____3. A certified copy of a license and ordination certificate.
- ____4. Certified copies of degrees mailed from the issuing institution to the Mount Nebo Missionary Baptist Church Pastor Search Committee. (See page 1 for address)
- ____5. Three (3) recommendation letters; clergy, layperson and personal (non-relative).
- ____6. A completed and signed application checklist.

Note: Any application package that does not include all the items listed above will not be considered.

Print Applicant's Name: _____

Applicant's Signature: _____ Date: _____

(For Internal Use Only)

REVIEWED BY: _____ DATE: _____

SECTION VII: CERTIFICATION AND SIGNATURE

CERTIFICATION AND SIGNATURE

Please read and initial the statements below and sign the application:

_____ I certify that the information given by me to the questions on this application, including representations in my resume are true and correct to the best of my knowledge and have been made with no mental reservations whatsoever. I have not withheld any information that might adversely affect my chances for consideration. I understand that misleading or false statements will constitute a sufficient case for refusal of hire, employment termination, or employment covenant.

_____ I understand that neither the acceptance of this application nor the subsequent entry into any type of employment and covenant relationship with Mount Nebo Missionary Baptist Church create an actual or implied employment. I understand that, if I am offered and accept employment with Mount Nebo Missionary Baptist Church it will be on at-will basis. This means that either Mount Nebo Missionary Baptist Church or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

_____ I acknowledge and authorize a full background check that will disclose to Mount Nebo Missionary Baptist Church all information about me concerning, but not limited to: my past or present employers, learning institutions, including colleges and universities, law enforcement and all federal, state and local courts, the military' credit bureaus, drug and alcohol testing facilities, motor vehicle records agencies, all other private and public section repositories of information, and any other person, organization, or agency with any information about or concerning me. The information that can be disclosed to Mount Nebo Missionary Baptist Church includes but is not limited to: information concerning my employment and earnings history, education, credit history, motor vehicle history, criminal history, military service, professional credentials and licenses, and internet and social media posts.

_____ I understand that if I am a finalist, I will have to submit to a drug screening test.

Print Applicant Name: _____

Signature of Applicant: _____ Date: _____

Contact: Mount Nebo Missionary Baptist Church Pastor Search Committee by certified mail:

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