



Holy Trinity Missionary Baptist Church

397 North Street • Rochester, New York • 14605

January 24, 2022

Greetings in the Name of Our Lord and Savior Jesus Christ,

The role of our Pastor in Christ's Church is a servantly role. A Baptist pastor's primary responsibility in the Body of Christ is to feed and lead the congregation and its communities through the ministries of preaching and teaching God's Word and administering the Holy Sacraments—baptism and the Lord's Supper.

The Holy Trinity Missionary Baptist Church, Rochester, NY, through prayer and guidance from the Holy Spirit, is preparing to receive a God ordained, Pastor to shepherd this body of believers.

We look forward with expectancy toward receiving a Pastor who will employ Baptist polity and that governs his or her own life according to the Word of God through Christ Jesus. This man or woman will lead the people of Holy Trinity Missionary Baptist Church and steward this house of worship in accordance with sound Baptist doctrine as directed by the Holy Spirit and the policies and practices maintained at of Holy Trinity Missionary Baptist Church.

This search process will begin mid December 2022. No phone or electronic inquiries will be accepted or addressed. It is imperative that interested candidates send the following items via USPS mail to the address below. Cover Letter, Resume, (3) Letters of recommendation (1 from current Pastor and two from non-family members or applying Pastors or Bishops, please provide letter of recommendations from your Moderator or Overseer and two from non-family members), copy of ministry license, copy of Certificate of Ordination, two recent sermons on DVD/CD or supplied weblinks (e.g., YouTube). Note: Other information/items may be required throughout the interview process.

Holy Trinity Missionary Baptist Church

397 North Street

Rochester, NY 14605

Attn: Pastor Search Committee

Email: holytrinitymissionarybaptistch@gmail.com

Your application with supporting documentation must be submitted by **March 1, 2023**.

Only applicants that submit all required documents collectively will be considered for this position. Once received, the documents become the property of the Holy Trinity Missionary Baptist Church Pastor Search Committee and will not be returned. Candidates will be notified when materials are received and sent additional information when and if applicable.

The following two pages contain a Pastoral position description that contains what we believe the ideal candidate will fit, with the help of a loving God, the example of Jesus Christ and the guidance of the Holy Spirit. Application is included as well.

In closing, please know the search committee is prepared to receive and interview applicable candidates from any location, however this process is primarily designed as a local search focused on the western New York area. To that end, we will not provide lodging, travel or associated expenses incurred by applicants during the interview or hiring process.

Yours In the Service of Christ,

Holy Trinity Missionary Baptist Church Pastor Search Committee

Deacon William Dunbar, Jr.
Chairman of the Deacon Board

Enclosures:

Job Description

Application

Holy Trinity Missionary Baptist Church Pastor Position Description

Professional Qualifications

- Ordained Baptist minister with verifiable preaching experience
- Graduate theological degree from an accredited seminary or divinity school
- Devout personal faith in Christ in the Baptist tradition

Knowledge, Skills, and Character

- Comprehensive knowledge of the Bible
- Strong religious conviction
- Ability to show impartiality
- Ability to communicate effectively orally and in writing
- Ability to show compassion for struggles and concerns of others
- Ability to relate to a wide diversity of congregants

Working Conditions:

- The position of pastor requires great flexibility in hours available for work, sometimes including evenings and weekends.
- The pastor should have a sufficient amount of time for accessibility to members of the congregation and for regular communication with members of the church staff

Responsibilities:

- Provide spiritual, pastoral, outreach, administrative and servant leadership to the congregation
- Prepare weekly Bible based sermons, preach and conduct worship services
- Interpret biblical scripture for the congregation
- Provide care and counseling to the congregation (e.g., visit the sick, bereaved, prospects, etc.)
- Officiate at special services (e.g., baptisms, weddings, funerals, infant dedications, etc.)
- Collaborate with church music leaders to integrate appropriate worship music into church services
- Attend church council and deacon meetings and if needed, meetings to coordinate ministries
- Support, oversee and evaluate church staff
- Ensure church facilities are functioning
- Represent the congregation in denominational or community organizations and activities to learn new ways the church can support and engage with the surrounding area
- Develop and engage the youth ministry
- Assign ministers and / or deacons to support the various ministries departments/committees.

Specific details for the Responsibilities listed above:

Worship:

Spiritual Formation:

- Guide the spiritual formation of the congregation through teaching, preaching, and leading by example
- Work with the staff and Christian Education Ministry to ensure that the Church is provided with opportunities to pray, to study the Bible and to follow Christian Tradition, e.g., prayer service, Bible Study and Sunday School class
- Work with the staff, ministries and members to ensure that the Church is provided with opportunities to be involved in service opportunities within and beyond the Church
- Work with the Stewardship to encourage the congregation to give time, talents, and resources in service to God

Administration:

- Oversee all areas of the congregation's ministry in consultation with the Deaconate, Trustees, any Church Committees formed
- Support, supervise, manage and provide input for the evaluation of church employees in conjunction with the Deaconate and Trustees
- Build a sense of teamwork among church ministry leaders, staff and members. Hold and/or attend regular meetings to coordinate the ministries of the church and facilitate communication
- Enable Deacons, Church Officers, and Staff to better perform their duties through training and support
- Work with the Trustees to see that the facilities of the church are functional and in good repair

Outreach:

- Have a heart for diverse ministries and an understanding of the challenges of sharing the gospel in a community, borough, and city with many differing views and opinions
- Make a concerted effort to engage new visitors and encourage them to take an active role in the church
- Provide training opportunities to the congregation for outreach and evangelism
- When and where possible work with the membership to support various mission opportunities, to encourage the Church in giving to missions, and to involve the Church in personal mission service

Pastoral Care:

- Provide pastoral care in conjunction with other staff, and deacons through visitation, counseling, and prayer
- Visit or contact church members to encourage their involvement or to address their personal needs (especially all homebound church members)
- Make appropriate referrals when necessary and quickly respond to crisis situations that arise in the congregation