

April 30, 2020

**JOB ANNOUNCEMENT**

## P OSITION: Pastor of St. James #2 Cumberland Presbyterian Church in America (CPCA)

**O UR MISSION:**

Our Mission at St. James #2 Cumberland Presbyterian Church in America is sharing God’s love through faith, study and worship in order to make believers out of unbelievers.

**O UR VISION:**

Our Vision at St. James #2 Cumberland Presbyterian Church in America is to be one church, one family that shares God’s love for others while spreading the gospel to the world around us.

**TO ALL INTERESTED APPLICANTS:**

The St. James #2 CPCA is prayerfully seeking a God-fearing individual, under the direction of the Holy Spirit, and is in the process of reviewing applicants for a new Pastor. The selected applicant will be responsible to God and the church to proclaim the Gospel of Jesus with an open and caring spirit. The selected applicant must be anointed by God to serve as the spiritual leader, teach the Bible, and provide Christian leadership. The selected applicant should be equipped to effectively lead our church body in growth and equip our members to boldly share their faith. The selected applicant must possess the biblical and spiritual qualifications found in 1 Timothy 3:1-7 and Titus 1:5-9.

This position also requires experience (and gifts) in communication, administration, budgeting, and a heart to see the people grow in the knowledge of God. This individual must demonstrate maturity in their faith, ability to promote unity, work through differences in a Christ-like manner, willing to expand their personal growth, and be open to direction and mentoring.

St. James #2 CPCA in Harvest, Alabama would like to thank you for your interest in serving as Pastor of our church. In order to apply for the position of Pastor, an application must be fully completed. To be considered for this position, please send a copy of the application and provide a minimum of three (3) letters of recommendation to the address indicated within this announcement. Please answer each question in its entirety or your application will be deemed incomplete and will *NOT* be considered for the position. Please do not indicate “See Resume” as an answer to any question. An interpretation of your resume will not be performed. Each question must be answered accordingly and should be specific to **your ministry experience.**

## THE APPLICATION PROCESS

Download and/or print the St. James #2 CPCA Application Packet (contains 9 pages). Please answer and complete the requested information specified in each section of the application.

**The Application Packet has the following sections that must be completed.**

1. Description of Position (This section provided for informational purposes)
2. Personal Information Form
3. Supplemental Information Form - Answer questions on separate sheets of paper
4. Skills, Interest and Experience Inventory (Self-Assessment)
5. Additional Information, References and Agreement Form

#### Mandatory Information – Checklist:

|  |  |
| --- | --- |
|   |  Cover Letter  |
|   |  Current Resume |
|  |  Current Photo |
|  |  Letters of Recommendation |
|   |  Current Sermon Sample (DVD) {SERMON ONLY} |
|   |  Personal Information Form (Basic Data & Work Experience) |
|   |  Supplemental Information Form (Includes additional answer sheets) |
|   |  Skills, Interest and Experience Inventory- Self Assessment  |
|   |  Additional Information, References and Agreement Form |
|   |  Return completed package via Postal Mail\* on or before: June 14, 2020 |

*\*Note: Application may also be provided via email. However, the postal mail will be considered the “official” application package.*

Send completed information on or before June 14, 2020 to the following address (*Must be post marked on or before this date).*Any application received or post marked after June 14, 2020 will NOT be accepted and will be returned to the applicant.

#### Mailing Address and Contact Information:

Attn: Pastoral Search Committee

St. James #2 Cumberland Presbyterian Church In America

Goin' Postal Harvest

5638 Hwy 53 Unit B

P.O. Box 171

Harvest, AL 35749

Email address**:** stjames2pastorsearch@yahoo.com

Communication will not be conducted via phone. Once your application has been received, we will send a notification acknowledging the receipt of your application. Once a compliance review has been conducted, you will receive notification that your application has either (1) been accepted by the Pastor Search Committee or (2) been rejected by the Pastor Search Committee with an explanation regarding the rejection. St. James #2 CPCA reserves the right to request additional information/data if you are one of the finalists. Thank you for taking the time to apply for this important position and pray with us for the person God has planned to serve as our Pastor.

In God We Put Our Trust and Direction,

 PASTORAL SEARCH COMMITTEE

# DESCRIPTION OF POSITION

#### GENERAL SUMMARY OF PASTOR POSITION

**OFFICE OF MINISTER:**

The office of minister of word and sacrament is unique in the life of the church as to responsibility and usefulness. God calls persons and sets them apart for this ministry. The person who will fill this office should be sound in the faith, exemplary in conduct, and competent to perform the duties of the ministry. Persons who become ministers of the word and sacrament are due such respect as belongs to their office, but are not by virtue of their office more holy or righteous than other Christians. They share in the same vocation that belongs to all Christians to be witnesses to the gospel in word and deed. They differ from other Christians only with regard to the office to which they are called, which is their station in life.

**QUALIFICATIONS/REQUIREMENTS:**

* Called by God and set apart for this ministry
* Meet requirements outlined in Confession of Faith, <http://www.cumberland.org/gao/confession>
* Must be an ordained minister of the Cumberland Presbyterian Denomination
* Meet the training/education requirements as outlined and approved by the Huntsville Presbytery
* Must undergo a credit check, background check and drug test (only applies to finalist)
* Must provide a current photo

**SALARY:**

Annual salary ranges from $13,000.00 - $15,600.00. The Pastor position is paid weekly.

**MINISTRY OVERVIEW**

As Senior Pastor and Ordained Minister in Charge, at St. James #2 Cumberland Presbyterian Church in America (CPCA), the occupant will have primary responsibility for both worship and church operation functions.  Regarding worship functions, the Pastor will be responsible for all worship services including weekly Sunday worship and special services, e.g., during Easter and Christmas.  He/She will be responsible for planning the worship service through a seamless execution of the service with the goals of glorifying God and equipping the body.  With respect to operation functions, the Pastor will be responsible for the day-to-day operations of the church.  More details on these responsibilities are presented in below under “Responsibilities”.

**REPORTING RELATIONSHIPS**

As Minister in Charge and in coordination with the Church Session, the Pastor will be responsible to lead the members in all ministries of the church. However, as with all pastors of the Cumberland Presbyterian Church in America, they will work closely together as they serve and create opportunities for ministry, service and discipleship within and outside of St. James #2 CPCA.  The Pastor will work closely with the Elders of the Church Session in carrying out his/her areas of responsibilities as well as jointly casting vision for St. James #2 CPCA.

**RESPONSIBILITIES**

The Pastor’s responsibilities will reside in two primary areas: (A) Ministry and (B) Church Operations.  His/Her duties under each of these areas are detailed below.

 **A.    Ministry**

* 1. Preaching and Teaching:  Maintain personal study, reading and prayer life. Preparation and preaching from the pulpit approximately 100% of the time unless delegated to an associate minister or minister for a specific program.  Long range planning of messages so that music, liturgy and the events of church life may be planned to complement the teaching on Sundays. Spread God’s word to unbelievers and those out of fellowship with the church. Administer the sacraments of the church.
	2. Worship and Music:  As the Pastor and Spiritual Leader of the church, develops and leads the worship services at St. James #2 CPCA.  Oversee the planning and preparation of special services of worship such as Easter, Thanksgiving, and Christmas.  Works with all music and worship leadership to ensure seamless integration of various worship styles and liturgies on a weekly basis.  Support and development of leadership for Sunday morning ministries which complement the worship service such as Ushers.  Works with the church staff to ensure excellence in all areas on Sunday mornings.
	3. Media and Bulletin: Work with the worship leaders and administrative staff to assist with editing and approval of the final worship bulletin and other media associated with the worship service or church announcements.
	4. Minister in Charge: While St. James #2 CPCA is operating under a shared leadership model, per the Cumberland Presbyterian Confession of Faith, there has to be a “Minister in Charge”.  The Pastor will serve as the “Minister in Charge” and as such carry out all the duties as described in the Confession of Faith including moderating the Session.
	5. Session Moderator:  Serve as moderator for the Session. Oversee the work of the Session, and Clerk of the Session, coordinating ad hoc committees, developing agendas, assist in the development and communication of policies, responsible to see that decisions of the Session are fully implemented within the church.
	6. Presbyterian Relations:  Be active in the ministries of the Huntsville Presbytery, helping to ensure the health and success of Presbyterial efforts and a strong relationship between Presbytery and our church.  Be willing to serve in the Presbytery and on its Boards and/or Committees.
	7. Teaching: Development, preparation, planning and teaching of Discipleship Classes both on Sunday mornings and as otherwise planned.  Mentor probationers, licentiates, and associate ministers of the congregation.
	8. Long-Range Planning: Facilitate annual long-range planning processes involving pastoralstaff, Session, and Diaconate. In collaboration with the Session, implement decisions made during long-range planning processes.
	9. Visioning: Formulates a vision for St. James #2 and in coordination with the Session, seamlessly coordinates current and future ministries for the growth and development of the Church.
	10. Communication: Develops effective ways to communicate with the congregation regarding the church’s vision and direction.
	11. Miscellaneous Minister Functions: Preside/participate in weddings, funerals, memorial services and counseling as required. Visit and pray for the poor, the sick, the shut-in, the dying, and those with other critical needs.

**B.   Church Operations**

1. Provide oversight for the day to day operations of the church.
2. Provide communication to bridge issues and strategies among the Session, the Diaconate, and the Staff. Review the content of all communications that are widely distributed to the congregation or public for content and quality of presentation.
3. Serve as Staff Coordinator and directly manage the Business Administrator, Financial Coordinator, and staff.

 **C.      Desired Strengths/Character Qualities**

|  |
| --- |
| * Conduct oneself in a professional manner at church and outside of church
 |
| * Humility
 |
| * Interpersonal skills (People person)
 |
| * Daily Prayer and Devotion
 |
| * Visit Members in the hospital and in nursing homes
 |
| * Counseling individuals with personal and spiritual needs
 |
| * Sermon Preparation
 |
| * Attend social gatherings and special events of ministries, classes and groups in the church
 |
| * Business Administration to include tasks related to the church office, finances and facility
 |
| * Visit members or prospective members at home
 |
| * Plan and organize ministry activities
 |
| * Correspond with members by phone, e-mail and/or social media
 |
| * Evangelism and showing Jesus through word and action
 |
| * Leadership, vision and formulating a plan for the future of the church
 |
| * Build relationships (with everyone) in which people are connected and care for one another
 |
| * Strong personal prayer and prayer ministry
 |
| * Strengthening families
 |
| * Outreach – increase attendance numbers
 |
| * Develop Bible Study groups/classes
 |
| * Organize new ministries and empower leaders for the ministry
 |
| * Discipleship and spiritual formation
 |

 **PERSONAL INFORMATION FORM – BASIC DATA**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Preferred Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Marital Status: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Spouse’s Name:** (Last, First, Middle) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are you a U.S Citizen? Yes/No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If no, state your citizenship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are you a veteran? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Have you been charged or convicted of a felony? Yes/No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If yes, provide details \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**Ecclesiastical Status:** *Complete only most current (date) and provide a copy showing Proof of License*

**Licensed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Ordained: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Have you been a Pastor? \_\_\_\_\_\_\_\_\_\_\_\_ If so, where? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Presbytery:** (now a member of) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Denomination: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Elder:** (date ordained & location) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Currently worship with:** (Church Name/City and State) **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EDUCATIONAL BACKGROUND**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type of School** | **Name of School** | **Location** (Mailing Address) | **No. Of Years Completed** | **Major &****Degree\*** |
| **Vocational or Technical School** |  |  |  |  |
| **College / University** |  |  |  |  |
| **Graduate School** |  |  |  |  |
| **Graduate School** |  |  |  |  |
| **Other** |  |  |  |  |

\**An official copy of your diploma will be required.*

**ADDITIONAL ACADEMIC EXPERIENCE (post-secondary)**

Please list courses attempted and whether or not completed; part-time (P/T) or full-time (F/T); dates; institutions and awards received.

|  |  |  |  |
| --- | --- | --- | --- |
| **Courses/Awards** | **Institution** | **Date Attended** | **P/T or F/T** |
|  |  |  |  |
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|  |
| --- |
| **PERSONAL INFORMATION FORM – WORK EXPERIENCE****NAME: DATE:** |
| **WORK EXPERIENCE** |
| Please list all positions held within the last **ten (10) years**, beginning with your present and most recent job. Include self-employment, volunteer work, military work experience, summer and part-time jobs. If you were self-employed, provide the company name. *Attach additional sheets if necessary.* |
| **Name of employer:** | **Name of last supervisor:** | **Describe your Position** |
| **Address:** |  **Employment Dates** |
| **Phone #:** | **From:** | **To:** |
| **Your last job title:** |  |  |
| **Reason for leaving (be specific):** |
| **May we contact this employer for a reference? Yes or No** |
| **Name of employer:** | **Name of last supervisor:** | **Describe your Position** |
| **Address:** |  **Employment Dates** |
| **Phone #:** | **From:** | **To:** |
| **Your last job title:** |  |  |
| **Reason for leaving (be specific):** |
| **May we contact this employer for a reference? Yes or No** |
| **Name of employer:** | **Name of last supervisor:** | **Describe your Position** |
| **Address:** |  **Employment Dates** |
| **Phone #:** | **From:** | **To:** |
| **Your last job title:** |  |  |
| **Reason for leaving (be specific):** |
| **May we contact this employer for a reference? Yes or No** |
| **Name of employer:** | **Name of last supervisor:** | **Describe your Position** |
| **Address:** |  **Employment Dates** |
| **Phone #:** | **From:** | **To:** |
| **Your last job title:** |  |  |
| **Reason for leaving (be specific):** |
| **May we contact this employer for a reference? Yes or No** |

**SUPPLEMENTAL INFORMATION FORM**

*(Answer questions on separate sheets of paper)*

#### NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PERSONAL TESTIMONY:**

Give a brief summary of your conversion experience, describing how you became a believer of Jesus Christ. Continue the story by sharing your spiritual growth up to present day.

**CALL TO MINISTRY -** Give a brief summary of your call to the ministry.

#### PHILOSOPHY OF MINISTRY:

1. Explain your beliefs and style of church ministry to include your personal approach and style as Pastor of a congregation.
2. Your theological perspective and personal beliefs.
3. Your view of the pastor’s responsibility and involvement in administration, that is, in management-type functioning.
4. Your concept of worship, including your preference of style of worship. (Informal, traditional, blended or contemporary). How would you describe your particular style of ministry through worship?
5. How do you perceive the responsibilities of pastor and what expectations do you feel are reasonable?
6. Describe your expectations and philosophy of teamwork within the church staff, lay leadership and congregation.
7. What do you consider to be the role of women in the church? Your beliefs concerning the total involvement of women in ministry.
8. Which of the New Testament spiritual gifts have others affirmed in your life? Explain.

#### Briefly describe your functions of Ministry pertaining to the following areas:

* 1. *Preaching:*Describe your preaching style. What style of preaching do you use most often (topical, expository, etc.)? What version of the Bible do you most often use when preaching?
	2. *Teaching:*What methods do you use?
	3. *Counseling:*Describe your counseling experience.
	4. *Evangelism:*What place does evangelism have in your ministry? What methods have you used?
	5. *Visitation:*How important is visitation to your ministry? Please explain.
1. Would you be willing to refrain from teaching or sharing beliefs that are not common to the doctrines held by the Cumberland Presbyterian Church in America, please reference Confession of Faith book -

h ttp://[www.cumberland.org/gao/confession/](http://www.cumberland.org/gao/confession/) and CPCA website [www.cpcachurch.org.](http://www.cpcachurch.org.)

a. Circle one: YES or NO. If no, please share your reasons.

1. Describe your ministry in terms of significant characteristics of the community, congregation, or programs you developed.
2. Explain and describe any discipline, termination or revocation of your ministerial or Pastoral credentials.
3. Is there anything in your background that can prove problematic for the church if you are called as Pastor?
4. What are your three greatest strengths of character, and why? Give specific examples as to how each are displayed in your life.
5. What are your three greatest weaknesses of character that you struggle with, and why? Give specific examples as to how each are displayed in your life and what you are currently doing to overcome them.
6. What have been your major contributions to the work of the church, and what would you like to accomplish in the future? Elaborate on your short and long-term goals.
7. Is there anything else you want us to know about you in considering you for Pastor? If yes, explain.

**SKILLS, INTERESTS AND EXPERIENCE INVENTORY**

|  |  |
| --- | --- |
| **NAME: DATE:** |    |
|  |   |   |  |  |
| **PASTORAL SKILLS.** It is assumed all skills listed below are used by every pastor. However, each person has certain special gifts and particular interests. My ministry would be most satisfying in a congregation or position in which |
| pastoral activities are emphasized as follows:  |
|  |  |  |  |  |
| **SKILLS** | **HIGH** |  |  | **LOW** |
| 1.       Evangelism (Relating the gospel to people outside the church and enabling the laity to bear personal witness) | 1 | 2 | 3 | 4 |
| 2.       Personal and Spiritual Development (Providing resources and guidance for individuals in their devotional life and for prayer groups, retreats, and other small group experiences) | 1 | 2 | 3 | 4 |
| 3.       Leading Worship (Planning and conducting worship services)  | 1 | 2 | 3 | 4 |
| 4.       Preaching (Communicating the gospel through sermons and relating it to life)  | 1 | 2 | 3 | 4 |
| 5.       Administration (Managing the affairs of the congregation and its organizations)  | 1 | 2 | 3 | 4 |
| 6.       Program Development (Establishing goals and organizing to create and implement programs in church and community)  | 1 | 2 | 3 | 4 |
| 7.       Counseling (In a formal setting, assisting persons who face problems or decisions) | 1 | 2 | 3 | 4 |
| 8.       Visiting homes (Calling in homes on a regular basis)  | 1 | 2 | 3 | 4 |
| 9.   Crisis Visiting (Serving people in the midst of crises, e.g., illness, death, trauma...)  | 1 | 2 | 3 | 4 |
| 10.   Community Leadership (Organizing to meet needs such as drug problems, schools, fair housing, etc.)  | 1 | 2 | 3 | 4 |
| 11.   Inter-Church Cooperation (Working in interdenominational programs or activities)  | 1 | 2 | 3 | 4 |
| 12.   Denominational Service (Serving in the work and on the committees of the church outside the local congregation) | 1 | 2 | 3 | 4 |
| 13.   Christian Education (Leading the congregation in its ministry of Christian Education)  | 1 | 2 | 3 | 4 |
| 14.   Youth Ministry (Developing and leading a program of education with youth)  | 1 | 2 | 3 | 4 |
| 15.   Music and the Arts (Using the arts as a resource in worship and ministry)  | 1 | 2 | 3 | 4 |

**ADDITIONAL INFORMATION, REFERENCES AND AGREEMENT FORM**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please submit the following along with this application packet.**

Cover Letter: Express your desire to apply for the Pastor position.

Resume: Provide a summary of relevant ministry, professional, and secular job experiences.

Sermon Sample: A sermon from the pulpit is preferred but not required. If a sermon from the pulpit is provided, the DVD should only contain the sermon portion and not the entire church service. All other sample sermons will be at the discretion of the applicant.

**REFERENCES:**

Give three (3) references who are qualified to speak of your spiritual experience, personal and professional service. *Do not list family members or relatives for a reference.*

|  |  |
| --- | --- |
| Name: |  |
| Address: |  |
| Email: |  |
| Phone No: |  |
| Relationship: |  |
| Name: |  |
| Address: |  |
| Email: |  |
| Phone No: |  |
| Relationship: |  |
| Name: |  |
| Address: |  |
| Email: |  |
| Phone No: |  |
| Relationship: |  |

**Application Agreement Form - (Please read carefully before signing)**

I certify that all the information in this application is accurate and complete to the best of my knowledge and I have not knowingly withheld any information that might adversely affect my chances for a position. I understand that misleading or false statements will constitute sufficient cause for refusal of consideration for the position of Pastor for St. James #2 CPCA.

Name (Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature