

Calvary Baptist Church of Red Hook Inc.

773 Rev. Arthur WT Crayton Drive
(formerly Hicks Street)
Brooklyn, New York 11231

Phone: 718 522-5159 Admin. Office

Deacon Steven Harris
Deacon Board Co-Chairman

Deaconess Rosa Baxter
Deaconess Board Chairperson

Brother George McCorkle
Trustee Chairperson/CFO

Sister Winnie Isaac
Church Administrator

Deaconess Betty Mooming
Church Secretary



May 12, 2017

Dear Candidate,

Calvary Baptist Church of Red Hook Brooklyn, New York has extended the deadline for interested candidates to submit their resumes for the position of Pastor.

Please complete the enclosed application and submit it along with all supporting documents. Our Pastoral Search Committee will notify you by letter when your application has been received.

Please return the application and all required documents before **August 30, 2017** to:

Pulpit Search Committee
Minister Melvin Harden Chairperson
PO Box 310355
Brooklyn, New York 11231

CANDIDATE PACKAGE

Calvary Baptist Church of Red Hook Pastoral Vacancy



"A Local Church With A Global Vision"

Location: Brooklyn, New York

Position: Pastor

Opening Date: **March 17, 2017**

Postmark Date: **August 30, 2017 (APPLICATION DEADLINE)**

The Calvary Baptist Church of Red Hook was organized as a Sunday School on June 18, 1943 in a craft room at 129 Lorraine Street, Brooklyn, New York. In 1945, we were recognized as a mission of Salem Baptist Church where our founder, the late Reverend Enoch B. Scott was a former member. On October 27, 1947, it was set apart as The Calvary Baptist Church of Red Hook. In 1984, our Pastor at that time, the late Reverend Arthur WT Crayton told the church of his vision to relocate Calvary back to the Red Hook project area. After much toll and labor, on March 18, 1989, we dedicated our current church building to the Lord. In October 2017, we anticipate celebrating our 70th Church Anniversary. Our prayer is that the Lord will strengthen our hands for the tasks ahead, and that He will keep us on **ONE ACCORD**.

Mission Statement: We endeavor to be a local church with a global vision by being a center of hope and strength for the community we serve, and by reaching beyond our immediate surroundings to touch the world through the **Gospel of Jesus Christ**.

RESPONSIBILITIES, COMPETENCIES & QUALIFICATIONS

Responsibilities include but are not limited to:

1. The Pastor will be directly responsible for preaching, teaching and observance of ordinances: The Lord's Supper and Baptism.
2. The Pastor will be responsible for guiding the church toward spiritual growth.
3. The Pastor will share vision for the ministry by encouraging and developing total church involvement in holistic ministry.
4. The Pastor will serve as an ex-officio member of all ministries, auxiliaries, committees and church meetings.
5. The Pastor will be responsible for calling special meetings, presiding over and exercising pastoral judgment under the auspices of the Holy Spirit.
6. The Pastor will be responsible for counseling, visiting the sick and shut-in as well as delegating these responsibilities to the Deacon Ministry or others.
7. The Pastor will perform weddings, officiate funerals and baby dedications or designate someone to perform such special functions.
8. The Pastor will participate in various continuous educational events, lead church conference meetings and attend Baptist meetings.
9. The Pastor will be responsible for organizing the church for effective ministry within the congregation and community as well as on the local, regional, state, national and international levels.

Competencies and Qualifications:

1. The candidate must have theological or seminary training from an accredited institution.
2. The candidate's concern must be for spiritual growth through meaningful worship, educational and outreach ministries which will lead members to a relationship with Jesus Christ.
3. The candidate must be employed.
4. The candidate must be a preacher of the gospel duly ordained in accordance with the **Baptist church**.
5. The candidate must be a true leader who can work with the church as well as with the community.

APPLICATION PROCEDURES

All candidates must complete an official application and consent to background checks and be able to provide documentation to support credentials.

To apply, send completed *application with* required supporting documentation to:

Calvary Baptist Church of Red Hook
Attention: Pastoral Search Committee
Chairperson Minister Melvin Harden
PO Box 310355
Brooklyn, NY 11231

Upon receipt and review of your application, the Pastoral Search Committee, will contact selected candidates for the next phase. Please do not contact the church or committee members concerning the status of this application.

ALL SUBMITTED DOCUMENTS ARE CONFIDENTIAL AND BECOME THE PROPERTY OF THE CALVARY BAPTIST CHURCH OF RED HOOK. DOCUMENTS AND OTHER ITEMS WILL BE SHREDED AFTER DELIBERATION.

Deadline for application submission:
Completed documents must be received by August 30, 2017

APPLICATION REQUIREMENTS

All applicants must include the following supporting documentation with your application:

1. Cover letter;
2. Current resume;
3. Recent photograph;
4. Copy of all official transcripts;
5. Copy of Ordination Certificate;

UNDERSTANDING AND AGREEMENTS

As an applicant for the position of Pastor with the Calvary Baptist Church of Red Hook, I understand and agree that I must include all requested information 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 Calvary Baptist Church of Red Hook Pastoral 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 Calvary Baptist Church of Red Hook the right to secure additional pastoral and/or job related information about me. I release the Calvary Baptist Church of Red Hook and its representatives from all liability for seeking such information. I understand the Calvary Baptist Church of Red Hook is an equal-opportunity employer and does not discriminate in its hiring practices. No representative of the Calvary Baptist Church of Red Hook may make any assurances to the contrary.

I understand that if selected as one of the final candidates for the position of pastor, I may be subject to background checks.

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 _____

**CALVARY BAPTIST CHURCH OF RED HOOK
PASTORAL APPLICATION FORM**

APPLICANT INFORMATION

DATE: _____

FULL NAME:	
ORDINATION:	Are you ordained? <input type="checkbox"/> YES <input type="checkbox"/> NO Name of Ordaining Body: _____ Date of Ordination: _____ Place of Ordination: _____
ADDRESS:	
PHONE:	
ALTERNATE PHONE:	
EMAIL:	
BEST TIME TO CONTACT:	<input type="checkbox"/> MORNING <input type="checkbox"/> EVENING <input type="checkbox"/> ANYTIME
DATE OF BIRTH:	
PLACE OF BIRTH (CITY, STATE)	
MARITAL STATUS:	<input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Single
IF MARRIED, NAME OF SPOUSE:	
CHILDREN (LIST NAMES):	

EDUCATIONAL BACKGROUND

A. EDUCATION: (List all post-secondary schools you attended)

Name of School	Location	Dates Attended	Degree	Graduation Date

B. PROFESSIONAL LICENSE/CERTIFICATION (List all professional licenses/certifications you hold)

License/Certification	License/Certification # (if applicable)	Date Obtained	Name of Issuing Entity

C. PROFESSIONAL AFFILIATIONS (List all associations, achievements, professional affiliations and honors received)

Add additional sheets, if necessary

EMPLOYMENT EXPERIENCE

Please list your work experience beginning with your most recent job held. If you were self-employed, give firm name.

EMPLOYMENT EXPERIENCE

Name of Employer:	Name of Immediate Supervisor:
Phone:	Employment Dates:
Job Title:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time: Ending Salary:
Duties/Responsibilities:	
Reason for leaving (be specific):	
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	

Name of Employer:	Name of Immediate Supervisor:
Phone:	Employment Dates:
Job Title:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time: Ending Salary:
Duties/Responsibilities:	
Reason for leaving (be specific):	
May we contact this employer for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	

Add additional sheets, if necessary

PASTORAL & PROFESSIONAL REFERENCES

Please include the name, title, mailing address, telephone number, affiliation and years known for three (3) professional references.

REFERENCE #1	
Full Name:	
Title:	
Mailing Address:	
Telephone:	
Affiliation:	<input type="checkbox"/> Pastor <input type="checkbox"/> Clergy <input type="checkbox"/> Co-Worker Other: _____
Years Known:	
REFERENCE #2	
Full Name:	
Title:	
Mailing Address:	
Telephone:	
Affiliation:	<input type="checkbox"/> Pastor <input type="checkbox"/> Clergy <input type="checkbox"/> Co-Worker Other: _____
Years Known:	
REFERENCE #3	
Full Name:	
Title:	
Mailing Address:	
Telephone:	
Affiliation:	<input type="checkbox"/> Pastor <input type="checkbox"/> Clergy <input type="checkbox"/> Co-Worker Other: _____
Years Known:	