



Open Ministry Positions Other Area Churches

Updated November 2023



Listings will be posted for 6 months.

Churches desiring a listing or extension should contact
pbeavers@glcc.edu mriggs@glcc.edu or call 517-321-0242 x 250
Please include church name and address with your message.

or go to

<https://www.glcc.edu/advancement/church-resources/church-employment>

Openings are listed by name of church and first date of listing

Aurelius Baptist Church

4419 W. Barnes Road
Mason, MI 48854

abchurch1847@gmail.com

The **Pastor** shall serve as the chief under-shepherd and overseer of this local church, feeding, leading and nurturing the sheep. This person's main responsibilities will be to communicate God's Word, minister to spiritual needs, and provide biblical leadership for the church.

Minimum Training and Experience: A Master of Divinity Degree (or equivalent) and/or training experiences which would qualify a person to pastor and administer.

Special Requirements:

1. Converted and called to the pastoral ministry.

2. Recommended that he/she be licensed and ordained as a minister of the Gospel of Baptist churches.
3. Spiritual and personal integrity and maturity.
4. Ability and willingness to share Christ and disciple others.
5. Positive human relations skills.
6. Obvious motivational skills.
7. Ability to communicate well through a pulpit ministry.
8. Proven love for the fellowship of a local church.
9. Ability to empathize with the deep concerns of the congregation.

Duties and Responsibilities:

1. Proclaim the Word of God in a regular pulpit ministry.
2. Plan worship preparation and leading, along with the Music Leader.
3. Provide leadership and vision for the church. Direct plans for ministry and church growth; develop and fine-tune the church structure based on the Team philosophy of ministry.
4. Supervise all staff members, paid and unpaid, for leadership of their respective ministries, in concurrence with the Advisor Board.
5. Motivate, equip and nurture the people of the church through example, preaching and teaching God's Word and spiritual counseling.
6. Spend significant time in prayer and Bible study.
7. Facilitate the contact/visitation of hospitalized or grieving church members.
8. Officiate at weddings and funerals.
9. Oversee church discipline and manage conflict in the church. Seek to reconcile relationships and promote unity within the church.
10. Participate in evangelism efforts through preaching and giving invitations during worship services, revival or other special services, visitation and other outreach efforts.
11. Provide direction for the church programs.
12. Keep personal political views out of sermons (unless biblical).
13. Attendance at all board meetings as consultant and ex officio member.

Compensation and Work Hours: The Pastor will be expected to work 50 hours per week. Sixteen of those hours shall be spent in the office on a regular basis, split in either two full days or four half days. The Pastor will also be expected to conduct one to two services per week. Compensation for this position will be \$50,000.

Support Staff: Support Staff shall be the Secretary to provide clerical and administrative services to the Pastor.

Paid Time Off: The Pastor is allowed 2 weeks' vacation, 1 floating day, 1 revival/seminar, and 10 days' sick leave per year after six months employment with the church as paid leave. Vacations and the floating day must be scheduled at a time agreed upon with the Board of Trustees. If absenteeism is required due to an illness, Pastor is to notify a member of the Trustee Board of such absence. Sick leave is not a right but a privilege extended at the direction of the Aurelius Baptist Church. No payments will be paid for accrued sick leave at the time of separation. However, unused accrued vacation time shall be paid upon separation. After seven years employment, a one-month job-related study sabbatical with full salary shall be given.

Holidays: Paid holidays include New Years' Day, Fourth of July, Thanksgiving Day, and Christmas Day. In the case of a holiday falling on a Sunday, the ministerial staff are expected to work, and the appropriate comp time will be provided.

Funeral Leave: A leave of absence for a death in the immediate family (spouse, child, parent, or parent of spouse) will be granted with pay to a maximum of 3 days. An employee may use vacation time, if available and appropriate, to extend funeral leave.

Termination of Service: The Pastor may be terminated upon 60 days' notification on the part of the Church or upon 30 days notification of the Pastor, or other arrangements by the Advisory Board.

Posted 8/2023



Pilgrim Rest Baptist Church

Bishop Edward D. Rockett, Jr., Senior Pastor
5200 Pleasant Grove Rd., Lansing, MI. 48911
517.882.8012
PRBCLansing.org

Position Summary

The role of the **Youth Pastor** is to provide vision, strategies, direction, and oversight for the entire **Youth Ministry** at PRBC (6 mos. – 17 yrs. old). Provides leadership, guidance, and development for staff and volunteer teams. The **Youth Pastor** will work to support the Vision and Mission of PRBC by providing Pastoral leadership to children, teens, and families. Through leadership, discipleship, and programming, the **Youth Pastor** will help equip families as they raise their children. The **Youth Pastor** is responsible for assisting the Senior Pastor with guarding the spiritual culture/character of the ministry.

Essential Functions and Responsibilities

- Educate our leaders and members about the hopes, concerns, and needs of youth at PRBC and our community.
- Plan, develop, and execute all aspects of youth ministry in the areas of spiritual development, worship, discipleship, growth, mission, and outreach.
- Disciple youth in developing their spiritual and leadership skills.
- Create resources for Youth programming.
- Develop, research, and provide a curriculum for youth that reflects the teaching of PRBC.
- Be a liaison between PRBC and other community organizations, people, and resources that relate to Youth and other ministries.
- Recruit, mentor, train, and develop PRBC volunteers who work with youth in all aspects of the ministry and ensure adequate support and adult-to-children ratios.
- Create, manage, and monitor youth ministry budget.
- Make yourself available to young people in a variety of ways (with proper supervision when required) (i.e., lunch at school, attendance at extracurricular activities, visitation, times of crisis, etc.).
- Maintain ongoing contact with PRBC Pastors and staff members
- Help develop and maintain all safety standards.
- Oversee special event planning to include but not limited to youth day(s), youth nights, and other ministry events involving our youth.
- Prepare correspondence and reports for the Senior Pastor and other ministry leaders.
- Exercise the ability to hold sensitive information in confidence, only sharing with Senior Leaders on a need-to-know basis.
- Aid in Pastoral and ministerial responsibilities.
- Requires ongoing spiritual development & personal development to include:
 - Serve as part of the core ministerial team.
 - Participate in Bible Study and other church activities.

Position Type and Expected Hours of Work

A People of Prayer. Purpose. Power. and Praise Advancing the Kingdom of God.



PILGRIM REST BAPTIST CHURCH

House of Love

The **Youth Pastor** position is part-time. The standard days and hours of work are Monday through Friday, with weekend hours. Work hours are a minimum of 25 hours per week but may vary depending on the needs of the ministry. The duties of this position are required to be performed both on and off-site, with potential for traveling throughout the community.

Travel

Depending on the needs of the Ministry, the **Youth Pastor** may travel up to 40%, locally within the community utilizing their own personal vehicle or vehicles owned by PRBC.

Position Requirements

- BA/BS – with min. two years of relevant youth-related experience (A teacher or child counselor may not have ministry experience).
- Strong execution and attention to detail skills.
- Strong work ethic, proactive, and able to effectively manage multiple tasks simultaneously.
- Strong organizational and time management skills.
- Excellent communication skills; able to articulate verbally and in writing.
- Proficient skills in (SharePoint, Access, etc., not really needed) Microsoft Office applications.
- Strong ability to work well with others and within a team.
- Creative and innovative.
- Exceptional experience leading and serving with youth and their families.
- Excellent project management experience.

Attributes

- Love God and God's people.
- Positive attitude with the heart of a servant.
- Share the vision of Pilgrim Rest Baptist Church to fulfill the Great Commission with integrity and passion.
- Highly self-motivated and directed with strong interpersonal skills.
- Accept constructive coaching as learning opportunities.
- Effectively prioritize and execute tasks in a high-pressure environment.

Work Environment

This job operates within a church/classroom environment. The noise level in the work environment is usually moderately loud.



Physical Demands

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job successfully:

While performing the duties of this job, the employee is regularly required to sit, talk or hear. The employee is frequently required to use their hands to finger, handle, or feel objects and occasionally stands, walks, reach with their hands and arms, climbs, balances, stoops, kneels, crouches, or crawls.

This position is occasionally required to lift up to 25 pounds.

Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

Candidates who are interested in the Youth Pastor position should complete the application linked below and submit along with their resume by email to Trustees@PRBCLansing.org or mail to:

*Pilgrim Rest Baptist Church
Attn: Youth Pastor Application
5200 Pleasant Grove Rd.
Lansing, MI 48911*

YOUTH PASTOR EMPLOYMENT APPLICATION

Final candidates must consent to a reference check, a full background check including criminal history, a drug test, and credit check. An outside agency will perform these checks for complete confidentiality.

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, skills, and physical demands and may change at any time with or without notice.