



MOUNT OLIVE CHURCH MINISTRIES, INC.
20 BATTLES STREET
HARTFORD, CT 06120-2113

Elder Victor Thomas, Interim Pastor
Sister Danielle Thomas, Church Clerk
Deacon Gary Lee, Chairman
Trustee Jerome Walker, Chairman

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PASTORAL VACANCY ANNOUNCEMENT

POSITION TITLE: PASTOR

POSITION STATUS: FULL TIME

OPENING DATE: Aug 6, 2021

CLOSING DATE: Dec 31, 2021

PASTORAL EXPERIENCE- A minimum of 5 years as a Pastor is preferred. Pastoral clinical education would be helpful.

Education – Master of Divinity (M. Div.) degree or equivalent is preferred. Earned Doctor of Ministry (D. Min.) degree or equivalent is preferred. Degrees must be from a nationally accredited college, university, or seminary.

Abilities – Must exemplify love for people and solid preaching, teaching, communication, and administrative skills.

Denominational Affiliation – Baptist, Ct. State Missionary Baptist Convention, National Baptist Convention

Salary – Salary and benefits commensurate with education and experience.

How to Apply – All interested and qualified persons must submit a candidate package consisting of the following documentation:

1 Cover Letter

2 MOCM job application

3 Resume – addressing each of the position’s responsibilities and duties [see list below].

4 Three (3) Letters of Reference – Letters must have been written within the last 30 days of the closing date of this announcement and be endorsed with the original ink signature of the endorser. Letters must highlight the candidate’s pastoral and personal skills and characteristics.

5 Copies of College/University transcript(s).

6 Copy of Ordination Certificate

7 CD or DVD of sermon (high quality, HD preferred)

8 Current Color Photograph (no larger than 5x7 -professional headshot preferred)

Responsibilities and Duties – As leader of the Pastoral ministries in the Church, the Pastor will:

1 Prepare and deliver sermons.

2 Plan and conduct the worship services.

3 Lead in observance of the (The Lord’s Supper and Baptism)

4 Serve as President of the Board- Mount Olive Child Development Center, Inc

5 Lead and supervise the teaching ministry of the church so that the church membership is equipped in the Word of God.

6 Supervise visits to all members who are sick in the hospital, health care facilities and or at home.

7 Comfort and console the bereaved and preach the funeral of all members except where otherwise designated.

8 Perform marriage counseling and marriages when called upon by members, etc.

9 Serve as moderator of all church conferences.

10 Counsel members whenever needed.

11 Represent the Church at all associations, state and national conventions with which the church is affiliated.

12 Establish a regular work schedule 4 days a week Monday through Friday.

13 Perform annual evaluations of all staff Ministers and Associate Ministers.

Final candidate must consent to the following: Reference check and criminal background check, drug test, finger- printed, and credit and financial history review. Only one submission will be accepted.

Incomplete packages will not be considered. No phone calls will be accepted. All information submitted will be treated as confidential. Additional may be requested and or required. The entire application package must be typed and submitted to Mt. Olive Church Ministries, P.O. Box 1108, Hartford Ct. 06143-1108, Attn: Pulpit Committee. Individuals experiencing technical difficulties with the online application forms, please contact us via email at Pulpitcommittee.mtolive@gmail.com