



1900 W. 48th Street | Los Angeles, CA 90062

Senior Pastor Job Description

New Dawn Christian Village is a place where people purpose to know and care about one another, elevating God's agenda above our own. We are a non-denominational church established in 2004 and we are currently a small congregation of committed members poised for growth.

New Dawn is seeking a full-time Senior Pastor who will lead our congregation. The successful candidate must be an inspiring and challenging pastor and teacher who is God fearing, demonstrates an enthusiastic love for Christ, possess and apply a comprehensive knowledge of the Bible, and provide leadership in developing a vision and direction for the future to attract new members, reach youth, young adults, and families.

KEY RESPONSIBILITIES:

- Provide spiritual leadership, biblical guidance, and pastoral care to the congregation, fostering a culture of faith, love, and service.
- Develop and deliver engaging, biblically-based weekly sermons.
- Plan and lead services, collaborating with the worship team, and ensuring that services are meaningful and spiritually enriching.
- Provide pastoral care for members of the congregation, including visiting the sick, counseling those in need, and offering support during times of crisis.
- Work with church leadership and staff to establish and execute a vision and strategic plan for the church's growth.
- Oversee the administration and management of church operations, including budgeting, financial planning, and personnel management in the church office.

QUALIFICATIONS:

- A deep commitment to the Gospel of Jesus Christ.
- Must have a bachelor's degree from an accredited institution of higher education and some Bible college or seminary experience.
- A minimum of 3 years of experience as a senior or associate, with a proven track record of effective leadership and pastoral ministry.
- Excellent communication skills, with the ability to connect with a diverse congregation.
- Strong leadership skills, with a passion for empowering others and fostering a collaborative, team-oriented environment.
- A deep understanding of and commitment to the Bible.
- A heart for pastoral care, discipling and the ability to provide compassionate and empathetic support to congregation members in times of need.
- Must understand the importance of online presence technology including social media and virtual ministry.

Application Requirements and Process:

APPLICATION CLOSING DATE:

TBA

All interested and qualified persons must submit an initial Candidate Package consisting of the following information:

- Completed application.
- Current resume that includes a summary of relevant ministry, professional, and education experiences.

Send candidate package via email to:
Pastor Search Committee (search@newdawnla.com)

Or mail to: Pastor Search Committee PO Box 180190 Los Angeles, CA 90018

Final candidates will be notified and asked to provide additional information later in the selection process and consent to a full background check and a credit and financial history review (performed through outside agencies for complete confidentiality). New Dawn Christian Village information is available on our website www.newdawnla.com Please direct all inquiries to search@newdawnla.com.

Application for Senior Pastor

PERSONAL INFORMATION		DATE _____	
Name _____			
Last	First	Middle	
Present address _____			
Street	City	State	Zip
How long _____		Birth Date _____	
Telephone: Home (____) _____ Business (____) _____ Cell (____) _____			
Email address: _____ Personal website address (if available): _____			
If hired, can you present proof of your legal right to live and work in this country? ☐ YES ☐ NO ☐ N/A			
Number of years lived in the U.S. _____			
Marital Status: ☐ Married ☐ Separated ☐ Divorced ☐ Widowed ☐ Single			
If Married, Name of Spouse: _____			
Is this your first Spouse? ☐ YES ☐ NO			
Names and Ages of Children:			
Are you ordained? ☐ YES ☐ NO			
Date and Place of Ordination: _____			
Denomination: _____			
Have you been baptized by immersion? ☐ YES ☐ NO			
If you have not been baptized by immersion, would you consider being baptized by immersion? ☐ YES ☐ NO			
HAVE YOU EVER FILED FOR BANKRUPTCY? ☐ No ☐ Yes			
If yes, please state the nature and circumstances of the bankruptcy:			
HAVE YOU EVER BEEN CONVICTED OF A FELONY? ☐ No ☐ Yes			
If yes, please state nature of the crime(s), when and where convicted and disposition of the case:			

EDUCATIONAL BACKGROUND				
TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION (Complete mailing address)	NO. OF YEARS COMPLETED	MAJOR & DEGREE
College/University				
Vocational or Technical School				
Graduate School				
Other				

Additional Academic Experience (post secondary)
Please list courses attempted and whether or not completed; P/T or F/T; dates; institutions and awards received.

Please briefly describe your general background: summarize your ministry strengths and weaknesses; ministry preferences and vision; and your special interests in ministry.

[If you answer "Yes" to any of the questions in the following section, please attach a separate sheet indicating the nature of the suit, offense, date, court, and disposition or other appropriate explanation. A conviction record will not automatically be a bar to employment. Factors such as your age at the time of the crime, seriousness and nature of the violation, time elapsed since the crime, job relatedness, and subsequent rehabilitation will be considered.]

Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer? ☐ No ☐ Yes

Has any employer ever subjected you to disciplinary action, suspended, terminated, or asked you to leave a job or volunteer position on the grounds of any unlawful sexual behavior, or violation of an employer's sexual misconduct or harassment policy? ☐ No ☐ Yes

Have you ever been charged in civil or criminal proceedings with improprieties regarding children? ☐ No ☐ Yes

Have you ever entered a plea of guilty, a plea of "no contest" (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation or in a public service or education program for any crime other than a minor traffic offense? ☐ No ☐ Yes

Have you ever been suspended, discharged, or resigned in lieu of discharge from any position? ☐ No ☐ Yes

WORK EXPERIENCE		
Work Experience Please list your work and/or ministry experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.		
Name of employer:	Name of last supervisor:	
Address:	Employment dates	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? ☐ YES ☐ NO		
Name of employer:	Name of last supervisor:	
Address:	Employment dates	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? ☐ YES ☐ NO		
Name of employer:	Name of last supervisor:	
Address:	Employment dates	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? ☐ YES ☐ NO		
Name of employer:	Name of last supervisor:	
Address:	Employment dates	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? ☐ YES ☐ NO		
Name of employer:	Name of last supervisor:	
Address:	Employment dates	
Phone #:	From:	To:
Your last job title:		
Reason for leaving (be specific):		
May we contact this employer for a reference? ☐ YES ☐ NO		
What evidence is there that you are able to operate cross-culturally and be at home in a multi-cultural community? What experience have you had in a multi-cultural community? _____ _____ _____		

LEADERSHIP ROLES

Leadership of a church involves several roles. Consider the following list (Note up to five.)

CHURCH LEADERSHIP RESPONSIBILITIES:

- ☐ General Pastoral Care
- ☐ Oversight and coordination of day-to-day operations of the church
- ☐ Preaching
- ☐ Management and Administration.
- ☐ Youth Ministry.
- ☐ Training, Counseling, Teaching and Mentoring.
- ☐ Outreach to the wider community.
- ☐ Support and oversight of staff and volunteers (leaders and coordinators of various activities)
- ☐ Collaborative decision making in boards or committees.
- ☐ Personal professional development.
- ☐ Networking, facilitating partnerships, promoting unity.

In which of these are you strongest? Explain -

In which of these are you weakest? Explain -

What evidence is there to confirm that you have strengths in these?

PROFESSIONAL REFERENCES

Do not list family members or relatives for references.

Give three references who are qualified to speak of your spiritual experience and Christian service. List your current pastor first

Name/Complete Address

Phone

Position

Give three references who are qualified to speak of your professional training and experience. List your current or most recent supervisor first.

Name/Complete Address

Phone

Position

AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)

Please Read Carefully, Initial Each Paragraph and Sign Below

Initials	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 employment. I understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.
Initials	I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with New Dawn Christian Village creates an actual or implied contract of employment. I understand that, if I accept employment with New Dawn Christian Village it will be on an at-will basis. This means that either New Dawn Christian Village or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

Signature of applicant _____ **Date:** _____