

## **Pastor Job Description**

**Job Position:** Pastor

**Church:** Zion Baptist Church of Ardmore

**Location:** 219 W. Spring Ave, Ardmore, Pa, 19003

**Position Type:** Part-Time

**Hours:** M-F including weekends (Flexibility)

**Date Posted:** May 11, 2026 - **End Date:** July 12, 2026

### **Position Overview:**

Zion Baptist Church of Ardmore is seeking a qualified candidate for the position of Pastor. The ideal applicant will demonstrate a clear calling to provide servant and spiritual leadership through biblical preaching, pastoral care, discipleship, and evangelism. The Pastor will guide the congregation in carrying out the Great Commission and fostering growth in Christian character.

### **Duties and Responsibilities**

- Deliver sermons and teachings grounded in biblically sound doctrine, presenting the principles of Scripture with clarity, creativity, and thoughtful insight to encourage the congregation's commitment to following Jesus Christ.
- The Pastor should shepherd the congregation through prayer, counseling and with genuine pastoral care and concern. This includes visiting the sick, counseling and support during times of family and personal grief or other traumatic experiences.
- Lead evangelism initiatives by establishing connections with community and business leaders, as well as engaging with disadvantaged and marginalized individuals through organized church events, visitations, outreach activities, and participation in worship services.
- Conduct ceremonies including communion, baptism, baby dedication, weddings, funerals, and extend the Right Hand of Fellowship to all new church members.
- Provide guidance to associate ministerial staff and church leadership, demonstrating unwavering integrity, commitment, and dedication to Jesus Christ.
- Proactively demonstrating Christlike characteristics showing no favoritism or bias towards any individual which may include family members, friends, local or state politicians and other Clergy

### **Qualification & Experience**

- Meet the qualifications for overseers as delineated in 1 Timothy 3:1-7 and Titus 1:6-9
- Hold a Master of Divinity Degree (MDiv) or Master of Theology (ThM).
- Must be licensed, and ordained Baptist minister with the American Baptist Churches (ABC) (preferred)
- Be a person of integrity whose behavior is consistent with Christian beliefs
- Possess strong public speaking skills
- Demonstrate excellent written & verbal communication skills
- Experience in supporting mission outreach at the local, state and international levels
- Self-starter, organized alone with competent computer skills
- Must have at least 10 -15 years of ministry experience as an ordained Pastor or an Associate Pastor
- Comprehensive knowledge of Baptist practices and polity

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### Submission Instructions

A cover letter is required on all resumes submitted detailing how you were called to shepherd God's people. The résumé should encompass both professional and ministerial experience, along with a comprehensive summary of educational qualifications. No resume should be hand-delivered to the church and **"No Phone Calls."** All resumes will be treated as **"Confidential"** by the Zion's Pulpit Committee. Interested pastoral candidates are invited to submit their resumes via email to:

[Pulpit-committee@zionbaptistardmore.org](mailto:Pulpit-committee@zionbaptistardmore.org)

Final candidates will receive a notification by email and will be required to submit further information at a later stage of the selection process. Final candidates must agree to a comprehensive background check, which will include a review of criminal history, a drug screening, an assessment of credit and financial history (conducted by external agencies to ensure confidentiality), and a national child protection check.