

Burnie Baptist Church

Position Description and Pastor profile

This document outlines the Pastor Profile and Position Description for the Pastor of Burnie Baptist Church.

1. Vision:

To be a growing, diverse and God Honouring Family Church, reaching out to the community in ways which are relevant.

2. Mission:

To facilitate through servant leading the equipping and growth of churches, enabling them to relate effectively to their communities and to the world mission.

3. Role of the Pastor at Burnie Baptist Church

Under God's guidance, the Pastor will develop and grow Burnie Baptist Church (BBC) into a healthy Christian community which fulfils our vision (see above)

This will be achieved by providing spiritual and Biblical leadership to God's people at BBC which is courageous and visionary through:

- Focusing on God's word
- Working with leadership to understand and interpret God's vision for the church.
- Prayer
- Inspiring others to join the leaders on a journey of fulfilment of God's mission.
- Equipping leaders for ministry.
- Providing encouragement and effective guidance to all people.

4. Key Responsibilities

The Pastor of BBC will:

- Vision
 - Drive vision through long range planning
 - Inspire and encourage.
 - Grow the Church.
- Preaching / Teaching
 - Through preaching and teaching, educate the church in Biblical insight, Theology, Christian doctrine and personal application.
 - Be accountable for the preaching and teaching ministry of the church.
 - Establish overall themes for the Sunday Service and determine forward plans.
- Leadership and Development
 - Lead and oversee ministry leaders by building the team, assisting with setting direction, identifying objectives, developing ministry plans, supporting and reviewing ministry leaders.

- Through on-going programs, intentionally nurture, identify gifts and develop both the emerging and existing leaders within the church – to ensure they are being trained and equipped to serve the Lord.
- Oversee the mentoring of church ministry leaders.
- Be available to all ministries by visitation of activities on a regular basis.
- Develop mentoring programs within the church.
- Management
 - Supervise, direct and support ministry leaders in their roles.
 - Encourage and maintain the unity of the leadership team.
- Representation
 - Be the face of BBC in the Community.
 - Communicate the church's theological position on specific issues as necessary.
 - Be the primary representative of BBC of ensure the appointment of a suitable nominee.
 - Be the networking link on behalf of BBS, including active participation on the local ministers fraternal (or representative group)
 - Be present at Tasmanian Baptists Assemblies.
- Other Responsibilities
 - Conduct Weddings, Funerals, Dedications and Baptisms.
 - Perform other such responsibilities from time to time as deemed necessary to accomplish the role.
 - Attend all Church Meetings, including Elders meetings, Church Council meetings, members meetings and Prayer meetings.
 - Prepare and present a report for Church Council and members meetings.

5. Personal Criteria

The Pastor of BBC will be a person who:

- Character
 - Exhibits spiritual maturity, moral integrity and excellence of character and who sets an example for the believers in speech, in life, in love and in purity (1 Timothy 4:12)
 - Demonstrates growth by being a disciple of the Lord Jesus Christ, one who is 'being made complete in Christ'. (Col 1 : 28)
 - Demonstrates a commitment to:
 - God's mission for His life
 - Biblically based preaching and teaching
 - Bible based prayer, counselling, conflict resolution, discipline and pastoral care.
- Competency
 - Has a demonstrated gift as a preacher – able to educate the church in Biblical insight, theology, Christian doctrine and personal application.
 - A demonstrated ability to:
 - Lead the ministry leaders
 - Work with the Elders in their exercise of pastoral oversight of the church
 - Lead the Congregation
 - An understanding of and commitment to intentional planning as a means of supporting the church's spiritual growth and effective mission.
 - Is widely read in theology, doctrine, Christian history, Ethics and current trends in church growth and witness.
 - A demonstrated ability to lead the church.

- Able to relate and communicate well as a leader and see building relationships as a key to effective ministry (Phil. 1 : 1 – 11, 2 : 19 – 24)
- Ability to work independently and with a team
- Ability to initiate, motivate and prioritise tasks
- Ability to recognise the need for personal reflection, retreat and recover and regularly set aside time for the same.
- A commitment to developing personal gifts and skills.

6. Key Relationships

In carrying out the role, the Pastor will form the following relationships as will be required by the vision of the church as is stated in the position description for the role:

- Of utmost importance, on ongoing ever deepening relationship with our Heavenly Father, so that he is glorified and honoured in all that they do.
- The Elders
- The Deacons
- The Leaders of the church's ministries
- All those who make BBC their spiritual home
- The local community
- Ministers of other denominations within the local community

7. Prerequisite Requirements

The Pastor of BBC will:

- Be sound in their daily walk with God and the preaching of God's word proclaiming the salvation of the Lord Jesus Christ, demonstrating significant preaching skills with the depth of biblical knowledge that represents both word and heart.
- Have experience in leading congregationally and with teams.
- Meets the requirements for recognition and accreditation as minister with Tasmanian Baptist Churches.
- Be committed to the Baptist denomination, Baptist distinctives and congregational church governance.
- Be willing to be accountable to the church members through the Deacons.
- Be committed to promote the evangelical heritage of the Baptist denomination in general.
- Have excellent communication skills that will empower and inspire.
- Have excellent pastoral, negotiation, mentoring and equipping skills that encourage healthy relationships with all.
- Be constantly seeking God's direction and vision for His church.
- Have ability in conflict resolution and mediation skills that encourage, direct and exemplify a symbol of unity and stability.
- Be able to recognise the need to and be prepared to step aside from a situation which requires intervention from professional agencies.
- Will undertake further training as required, including professional development provided by Tasmanian Baptists.

8. Accountability

The Pastor of BBC will:

- Be accountable to the church through the deacons and will observe all constitutional requirements of Burnie Baptist Church.
- Participate in an annual performance and development review.
- Engage an appropriate mentor in liaison with the leadership group and the Tasmanian Baptist Union. Details of any mentoring support are of course private and a matter for the Pastor.

9. Terms of Employment

We are seeking to call a full time Pastor who will live in Burnie and be committed for at least four years.

The terms and conditions of employment, including allowances, will be in accordance with the recommendations of the Baptist Union of Tasmania.

Contact Stephen Baxter (Mission Director at Tasmanian Baptists) for information on how to apply.
stephen@tasbaptists.org.au

Updated March 2022

Burnie Baptist Church



Church Profile

1. Introduction

Burnie Baptist Church meets in its own buildings in the centre of Burnie. City Mission operates a number of services from the building including the provision of low-cost breakfast, lunch and home delivered meals four days a week. Many community groups including AA, Quilters and local theatrical & music groups use the building regularly. The church owns four, one-bedroom apartments next door that are currently tenanted.

Although regular attendance is around 40, the building is already a resource and centre in the city. It is ideally placed for the God's person to gently lead the church into a new season of mission and ministry.

2. Description of the City of Burnie

Burnie is a city, situated on the Northwest Coast of Tasmania with a population of around 19,000 established in the early 1800's, Burnie began to grow and became an industrial town in the 1930's when the APPM Company established a pulp and paper mill. The Port of Burnie serves the mining industry on the West Coast and a large forestry area South of Burnie.

The community of Burnie is spread across a large area into the hills behind Burnie. The city centre is relatively flat and includes the port of Burnie, a central Business district and industries in outlying suburbs. The main shopping centre has a K-mart, Coles Supermarket a large Target complex, a Harvey Norman, Spotlight and other brand name shops; a Woolworths supermarket along with a typical bustling shopping centre situated 2 kms south.

Centrally located is a good Public Library, The Arts and Function Centre, a Multi-screen Cinema and 5 churches with many churches also established in suburbs around Burnie.

As with many industrial towns across Australia, Burnie began to decline with the closure of large industries in early 20's with young families moving away to seek employment or for tertiary education.

Burnie has 4 Government Primary Schools, two Secondary Schools, some of which cater for years 11 & 12 also, Hellyer College (Years 11 & 12), a TAFE College and a University of Tasmania Campus. There is a Catholic school catering for Kinder to Year 12, and a multi-denominational Christian Primary school (years K-6) with its companion school 20 minutes along the Coast catering for K-12 years.

Burnie is served by a Metropolitan and Regional bus service (run by the state Government), with a private coach service linking the Coast with Launceston and Hobart, there is also a bus service linking the West Coast regularly through the week.

Burnie Airport is 20 mins West of Burnie (Burnie/Wynyard) which offers daily flights to Melbourne; Devonport Airport is 40 minutes East of Burnie offers daily flights to Melbourne.

Burnie has 4 major doctor surgeries served by a number of doctors; a large Government Hospital co-located with a Privat Hospital, both of which offer a full range of medical services including a range of consultant specialists, pathology, and full radiology services, a Cancer Centre also co-located at this site offers full Cancer Therapies including Radiation Therapy. The region is classified as 'Rural' with full teaching facilities.

The climate of Burnie can best be described as temperate; mild with no real extremes, maximum summer daytime temperature rarely exceeds 30o C and winter daytime around 10 - 15° C. The Northwest Coast is predominantly green rural.

3. A little bit of History

Burnie Baptist Church was established in 1899 with the first timber building being built in 1901. The present brick church was built in 1926 on the site of the old church. At that time the original timber church was rolled back to allow the new brick church to be built on the current site. The old building then became the home of the Sunday School and Kitchen. In 1960, a new Sunday School building and toilet block was added to cater for the 200 enrolled in the 'all age' Sunday School.

Both the Church and Dowling House are included on the Tasmanian Heritage Listings for their contribution to architectural importance to the community. There have been many changes to the internals of all buildings over many years.

4. Church Property

Our church property is situated in the city centre with a Uniting Church and an Anglican Church in the same City block. There are 12 Baptist Churches serving the Northwest Coast.

The property consists of the church which has a street frontage leading directly into the sanctuary. A large, carpeted hall service by a large kitchen, a carpeted sunroom able to hold up to 20 – 25 people for smaller gatherings and a toilet block, are situated at the rear of the church. Plans to refurbish the toilet area to provide a shower/wet room is currently on hold, due to the availability of builders, however this will be made available to the many homeless people in our community.

The administration office and the Pastors office are accessible from the Church but also have an entrance facing the street. This building also has a meeting room and three Offices upstairs, one of which currently house City Mission Staff including a Community Development Officer, City Kitchen Co-ordinator and Drug & Alcohol workers. The remaining two offices are vacant. This building is serviced by a kitchenette and toilets.

Adjacent to the church are four, one-bedroom apartments above an office suite with street frontage, all the apartments are currently tenanted. The ground floor office suite currently houses City Mission Client Services, including 'Emergency Relief', 'Inside Out for Kids' and 'Mission to a Future' co-ordinators.

A car park at the rear of the church (accessible via a one-way laneway) is leased to the public weekdays, with the exception of 8 which are held for the use of church attendees, the office administrator and the Pastor.

The church buildings are regularly used by many community groups for meetings, using either the large hall or the smaller meeting rooms, including:

- Alcoholics Anonymous Meetings twice weekly
- Quilters Group twice monthly
- Local Theatrical & Music Groups for Auditions as required

5. Church Membership and Attendance

Although Church membership has been as high as 180 – 200 currently it is 30 - 35. Regular attendance is around 38 - 45 as some have chosen not to take membership; however, many are involved in the regular operation of the church. Baptism and Church Membership are encouraged. Most attendees are retired and currently only a small group are involved in leadership.

6. Church Administration

The leadership (Church Council) consists of Pastor, Secretary, Treasurer, Deacons and Elders. Currently 2 Elders, 4 Deacons, Secretary and Treasurer. The Church council oversees the few remaining ministries with a formal meeting once each month except January, when an informal meeting is held along with partners.

Maintenance of the property is managed by a co-ordinator and assistant under the Governance of the Church council. The Church members meet at least twice a year plus an AGM for the election of Officer bearers.

The Church Administration Office is generally accessible from 10 am – 3pm on 3 days each week.

7. Type of Church and Form of Worship

The Burnie Baptist Church has come from a Conservative/Evangelical background and maintains a traditional/evangelical worship style. Communion is celebrated once a month. Congregation singing is accompanied by piano or keyboard and occasionally accompanied by trumpet. There is a pipe organ which is rarely played. A combination of traditional and contemporary hymns and songs are selected by the worship leader of the day. A Roster of Worship leaders includes the Pastor. An open time of prayer is conducted prior to the Morning Worship.

8. Outreach



In 2016, Burnie Baptist Church began a partnership with Launceston City Mission to bring a 'City Mission' presence to the community. City Kitchen operates four days a week providing low-cost breakfast, lunch and home delivered meals for those in need in the community; Burnie holds an annual prestige footrace, 'Burnie 10', known on the annual athletic calendar held on a Sunday in October. Burnie Baptist Church opens

the large Hall to provide a place for preparation, security for valuables during the race, plus refreshments after the race which brings many to our property.

9. Mission Support

Burnie Baptist Church is able to financially support Missions both local and overseas, both Christian and non-Christian organisations. Global Interaction (formally ABMS) is foremost for our support, mostly supporting work in Bangladesh.

In recent years we have also supported OM (for missionaries in Kazakhstan) OLCM (Oasis Life Care Ministries – for widows and orphans in Zambia) Non-Christian organisations are also supported, some being: 'Drought Angels'; Warrawee Women's Shelter; RAW (Rural Alive & Well) support for Tasmanian famers; City Mission. Samaritans Purse, Christmas Shoebox project is a popular project, with direct financial gifts, handmade items and trinkets to complete filled shoeboxes. There is always a generous spirit and much love at shoebox time.

10. Church Activities

With the decline in Church attendance, many programs have ceased. A small study group is run weekly on the church property; however, this too struggles due to lack of leadership.

11. The Future

Burnie Baptist Church is seeking a pastor who will reach the people, encourage all, draw everyone into a joyous active service for the Lord, and lead the church to a personal faith and commitment to Jesus Christ. Someone able to engage with the most obvious mission field, our community and that of City Mission clients and volunteers.

A Pastor should have a heart for the community; be able to connect with the community and with other church leaders in this community.

Attendance at Tasmanian Baptist Assemblies is an important requirement, to maintain relevance within this organisation, develop relationships with other Baptist Pastors and form a base for support, mentoring and education.