

First Baptist Church

Pulpit Committee

CONFIDENTIAL DOCUMENTATION TO BE SHARED WITH FIRST BAPTIST CHURCH MEMBERS ONLY

PROGRESS REPORT FOR QUARTERLY CHURCH MEETING APRIL 8, 2023

The Pulpit Committee of First Baptist Church consists of the following representatives:

1. Bruce Roberson* Deacon Ministry	6. Karen Mickens Finance Committee	11. Gleniss Wade Music Ministry
2. Reginald Hardman Deacon Ministry	7. Linda Smallwood At-Large Member	12. Eric Kirby Usher Ministry
3. Kenneth Clarke Trustee Ministry	8. Bria Cunningham Youth Ministry	13. Valerie Ducker Clubs & Auxiliaries
4. Sam Malone Trustee Ministry	9. Barbara Mickens Church Clerk	14. Cheryl Walker Missionary Ministry
5. Linda Taylor Deaconess Ministry	10. Sheron Spann Christian Ed Ministry	15. Kareema Robinson Youth Org Leaders

*Pulpit Committee Chair

The Chairman of the Pulpit Committee changed from Deacon William Andrews to Deacon Bruce Roberson effective Sunday January 15th.

Accomplishments Since Last Quarterly Meeting

During the first quarter of 2023, the Pulpit Committee accomplished the following:

- Finalized the plan for the application process, the job announcement, and the job application
- Posted the job announcement and released the application (see next section for additional information)
- Finalized the plan for tracking / reporting Pulpit Committee expenditures

- Continued to research and work with the church’s Finance Committee to draft a Total Compensation Package for our next Pastor

Application Process Summary

The Pulpit Committee will conduct the application process as follows:

- The announcement and link to the application were released on March 31, 2023 and applications are due by midnight on May 31, 2023.
- The vacancy announcement has been/will be distributed via the methods listed below.
 - First Baptist Church website
 - Announcement during FBC’s Sunday morning and Wednesday night services
 - Lott Carey Mission Baptist Church website
 - National Baptist Convention website
 - DC Baptist Convention Facebook page
 - Maryland Baptist Convention website
 - WHUR Sunday morning radio announcement
 - Praise 104.1 Sunday morning radio announcement
- The committee may also post on the following platforms:
 - Other Baptist conventions or organizations
 - Regional divinity schools
- Applications will only be accepted via Jotform.com (no hard copies will be accepted). Questions concerning the application must be submitted in writing to the Pulpit Committee at FBCPulpitApp712@gmail.com.

Remaining Tasks to Select the New Pastor

The Pulpit Committee is following the tasks listed below to assist the church in the selection of our next Pastor. These tasks are not in chronological order. The completed tasks are highlighted in green; the tasks currently in progress are highlighted in yellow; and the tasks that have not started are highlighted in blue.

Task	Status
Elect Officers and hear lessons learned from pastoral search committees from other churches	Done
Finalize and distribute Policies/Procedures of the Pulpit Committee	Done
Develop high level tasks for selecting the new Pastor	Done
Find most recent church Vision/Mission	Done

Task	Status
Draft minimum requirements for church survey	Done
Draft minimum requirements for church profile	Done
Draft minimum requirements for pastor profile	Done
Draft minimum requirements for application process	Done
Draft minimum requirements for evaluation process	Done
Draft minimum requirements for interview process	
Draft minimum requirements for voting process	
Assign members to subcommittees and begin assigning responsibilities	Done
Brief Joint Board and/or Congregation on progress of Pulpit Committee	Ongoing
Release survey to church members	Done
Collect surveys from church members	Done
Analyze survey results	Done
Finalize church profile	Done
Determine detailed budget for selection of new Pastor	Done
Draft application process / questions	Done
Determine plan/schedule for application process	Done
Determine plan/schedule for evaluation process	Ongoing
Collect applications	Due 05/31/2023
Draft plan/schedule for interviews	
Conduct interviews	
Further research selected candidates	
Conduct second interviews	
Conduct background checks on selected candidates	
Draft plan for voting on candidates	
Committee vote on top candidates	
Church vote on top candidate(s)	
Committee vote on final candidate	
Committee make recommendation to church	
Arrange for final candidate to preach at FBC	
Notify successful candidate	
Notify unsuccessful candidates	

May the love of Christ and the wisdom of the Holy Spirit continue to guide us as we work with our First Baptist Church family to select our next Pastor.

Submitted by:

Deacon Bruce Roberson
 Chairman
 Pulpit Committee