



June 2026

Assistant Pastoral Position

Bethany Baptist Church is a 100-year-old religious institution located in Cleveland Ohio's Glenville neighborhood. Over the course of the next 3-6 months, we are seeking to fill the position of Assistant Pastor.

The individual hired will assist the Pastor in providing Christian Leadership and pastoral care to the Bethany congregation. They must be community minded and willing to engage with a diverse group of people by having a serving spirit.

The attached document outlines the type of person we are seeking, and if interested, please respond within the specified time frame.

"...Not by might nor by power, But by my Spirit..." Zechariah 4:6



Sunday Service: 10:30AM



1211 East 105th Street. Cleveland, Ohio 44108.216.791.2673.Fax 216.421.0808

Assistant Pastor – Bethany Baptist Church

Position Title: Assistant Pastor---**Reports To:** Senior Pastor

Compensation: \$35-\$40,000---**Status:** (approximately 30-35 hrs/week)

Position Summary

The Assistant Pastor supports the Senior Pastor and church leadership in shepherding the congregation and advancing the mission of the church. This role should possess a clear calling to pastoral ministry and is intended to offer ministry development but does not guarantee or imply succession to the role of Senior Pastor. He/she will serve as a visible spiritual leader who helps equip the body of Christ for faithful service and healthy growth.

Primary Responsibilities

- Assist the Senior Pastor in carrying out the overall vision, mission, and ministry of the church maintaining a high standard of excellence.
- Preach and teach as assigned in worship services, Bible studies, classes, and other ministry settings.
- Provide pastoral care through visitation, prayer, encouragement, counseling, and follow-up with members and guests.
- Support discipleship efforts by helping develop and lead small groups, classes, and spiritual growth opportunities.
- Participate in outreach and evangelism initiatives that engage the local community and extend the church's ministry impact.
- Help recruit, train, and encourage ministry volunteers and leaders.
- Assist in planning and coordinating worship services, special events, and church-wide ministry activities.
- Work collaboratively with staff, elders, deacons, ministry leaders, and volunteers to strengthen church life and ministry effectiveness.
- Provide support at weddings, funerals, baptisms, communion services, and other pastoral or ceremonial functions as requested.
- Offer administrative support by attending meetings, contributing to ministry planning, and helping maintain clear communication and follow-through.
- Serve as a relational presence within the congregation by welcoming guests, building relationships, and encouraging church members.
- Perform other pastoral and ministry duties as assigned by church leadership.
- Tithe financially to support the ministry work of Bethany.

Qualifications

- A clear testimony of faith in Jesus Christ and a growing, mature walk with the Lord.
- A high energy calling to pastoral ministry and agreement with the church's doctrine, mission, and values which include strong and consistent community engagement.
- Character and conduct consistent with biblical qualifications for church leadership.
- Strong communication skills in preaching, teaching, and interpersonal ministry.
- Ability to relate well to people of different ages, backgrounds, and spiritual maturity
- Master's Level Theological education, or equivalent ministry experience.
- Previous church leadership or ministry experience with ability to lead with humility, initiative, and a servant's heart.
- Strong organizational skills to manage multiple responsibilities faithfully.
- Ability to work collaboratively under the leadership of the Senior Pastor alongside church leaders and volunteers.

Core Competencies

- Biblical Preaching and Teaching---Pastoral Care and Shepherding
- Vibrant Discipleship and Spiritual Formation
- Leadership Development and Volunteer Mobilization
- Communication and Interpersonal Effectiveness
- Digital Literacy – Skillful in Technology
- Administration and Follow-Through---Teamwork and Collaboration

Work Expectations

The Assistant Pastor is expected to model Christlike character, maintain confidentiality, support the unity of the church, and provide designated leadership responsibilities in the Pastor's absence. This role will require evening/weekend responsibilities, flexibility in scheduling, and a willingness to respond to pastoral needs as they arise. Ongoing spiritual growth, personal integrity, and healthy family and ministry balance are essential to long-term effectiveness in this role.

Submission Documents: 1) A Current Resume 2) Statement of Interest 3) Copy of License Ordination Certificate, and Degree(s) 4) Evidence of Church Affiliation 5) Links to a recent Sermon 6) Four References-with a minimum of two coming from Clergy.

Please submit complete packet to Patricia Wimbley, Church Administrator, 1211 East 105th Street, Cleveland Ohi 44108, or email docs to Churchadmin@Bethanybap.org

Candidate packets are due by August 17, 2026