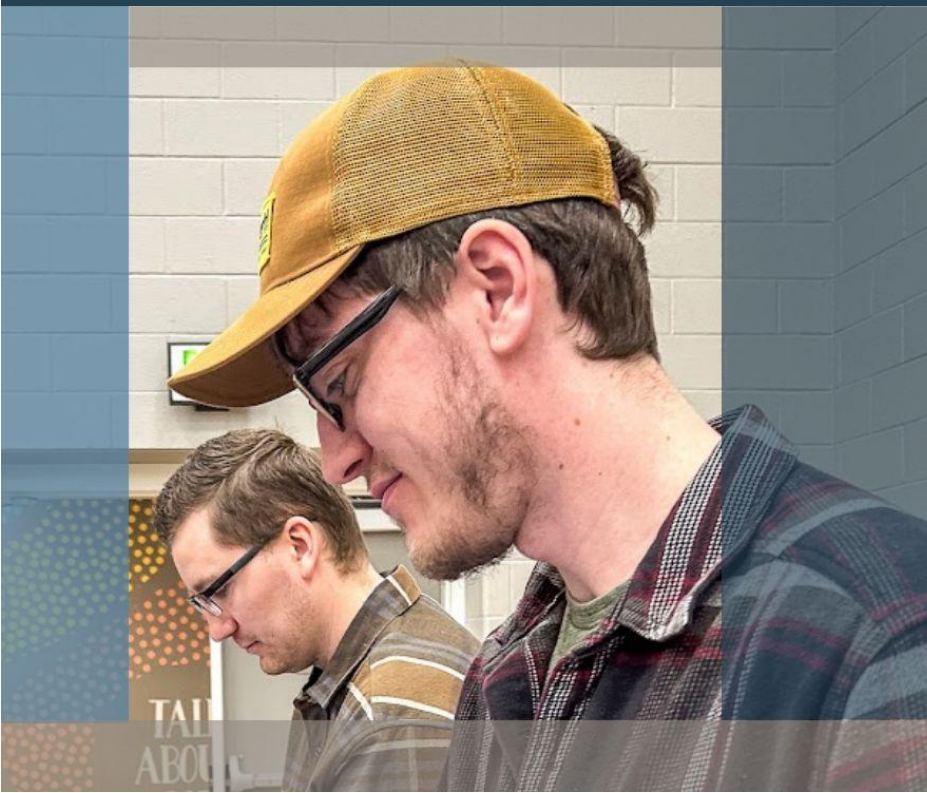




# Adult Ministries Pastor

## POSITION PROFILE





Dearest brother in Christ,

We are excited to tell you about GracePoint (GP) and have put together this brief packet to help you get to know about us in ways that go far beyond our website and ministry job posting.

There are three major sections to this packet...

**OUR STORY** (page 3)

Here is where you'll find out a bit about how we have come to the place we are. Of course, there is much more than we can tell here, but these highlights will help you assess if GracePoint might be your next place to serve.

**OUR COMMUNITY** (page 8)

Bismarck, North Dakota is a great place to live, but it's also a different place to live for many people. We want you to know as much as you can about our great city and region so you can prayerfully consider if this might be the place God is directing you to call "home."

**OUR NEXT ADULT MINISTRIES PASTOR** (page 9)

This section contains a job description and related information, including the personal characteristics and temperament description that we feel would make a great addition to our staff team. You'll also find an outline of our application process. We want you to know what to expect and where you are in the process. We prayerfully expect that God is going to appoint just the right person for this role, for our benefit and theirs.



# OUR STORY

## FOUNDED IN 1953

GracePoint was a church plant, established by 22 faithful believers who came from Mission Evangelical Free Church in Wilton, North Dakota – a small town just 20 miles north of Bismarck. The new church was called First Evangelical Free Church until 2015, when the name GracePoint was chosen as our new name. No matter how it has been known in the community, the church has always embraced the values of the Evangelical Free Church of America. Find out more about the EFCA at <https://EFCA.org>.

Through the years, many transitions and changes in staff and leadership, and the trials and difficulties of the worldwide lockdown spawned by the confusion over COVID-19, one thing has remained the same: we know and proclaim that Jesus is our King and the rock of our salvation. He is the hope of the world.

## TODAY

Today, GracePoint is home to approximately 550 people on any given Sunday (members and regular attenders). People from all walks of life and all religious backgrounds have found GracePoint to be a place where Jesus is championed as King, the Bible is taught faithfully, and the church family is truly caring and eager to serve.

We are a congregationally governed church family, currently led by a team of 6 Elders, which includes our Lead Pastor. Our staff includes our Lead Pastor, our Adult Ministries Pastor (you?), our Worship Pastor, our NextGen Pastor, our Design and Media Coordinator, our GP Kids Director, and 4 support staff – 3 of which serve in the youth and children's ministries.

To meet the needs of our church family and community we are now seeking God's choice for our next Adult Ministries Pastor. We have a history of vibrant and healthy Adults Ministries that currently include over 30 small groups, Sunday School classes, Men's and Women's Bible Studies, Young Adults, our newly established Deacon/Deaconess ministers, and more. We are prayerfully seeking the right person to lead the way to equip, and build teams in all these areas.

## OUR MISSION

We don't feel compelled to find a mission that's fancy or hip. The Bible outlines the church's marching orders clearly in Matthew 28:18-20. The Apostle Paul reiterates this same imperative later in Colossians 1:28-29. Based on those passages, we have chosen to articulate our mission this way...

*Jesus is the message.*

*Discipleship is our Method.*

*Spiritual Maturity is our goal.*

## CORE CONVICTIONS

Of course, scripture communicates much more than just our primary mission, it explains a good deal about how we are to go about it, in hundreds of powerful passages and concepts. The following ten Core Convictions are both INSPIRATIONAL and ASPIRATIONAL, what we aim toward through faith, and by the power of the Holy Spirit. It is our prayer that as we faithfully serve the Lord, He will make us look increasingly like this.

### **#1: We believe the Bible.**

Scripture is our authority and guide for right belief and godly living. We read it regularly. We study and teach it diligently. We apply it with wisdom to every area of daily life.

### **#2: We depend on prayer.**

It is our privilege to speak to God, to ask Him for what we need and to rely on His strength in our times of weakness. We pray in faith, trusting Him to empower all we do.

### **#3: We follow the lead of the Holy Spirit.**

The Spirit draws us to the Father, seals us as His own, and indwells us. We live in the light of His wisdom and receive His empowerment to live righteously and serve others.

### **#4: We equip people to use their spiritual gifts.**

Every believer is gifted by the Holy Spirit to serve others, build up the church family, and serve the community. We lead people to discover and use their spiritual gifts.

### **#5: We love one another and strive for unity.**

We are united in Jesus, and we strive to remain unified. We love, encourage, teach, admonish, equip, and bear with one another as we all obey and become like Jesus.

**#6: We develop godly leaders.**

We follow the Bible's instructions to identify, equip, and appoint qualified leaders who care for, teach, and serve the church under His authority.

**#7: We reach out to others.**

We intentionally seek ways to meet needs, share the gospel, and support national and local missionaries and ministries so that we can expand God's Kingdom together.

**#8: We worship God.**

God is worthy of all glory, so we make it our aim to worship Him in our gatherings, through our personal and corporate growth, and in the way we live.

**#9: We strengthen families.**

The family is the first and best context for spiritual teaching and discipleship. We support and equip parents as primary disciplers of their own children.

**#10: All are welcome, but we design our primary gatherings for Christians.**

Worship, biblical teaching, prayer, and fellowship equip us to fulfill our mission. Our primary activities are for the benefit of Christians.

The man who joins our team as our next Adult Ministries Pastor will wholeheartedly embrace these Core Convictions and help us further define and implement them as we move forward together.

## **OUR BELIEFS**

The following is the EFCA Statement of Faith, to which the GracePoint family is committed. More on the EFCA (Evangelical Free Church of America) in a bit.

### **GOD**

We believe in one God, Creator of all things, holy, infinitely perfect, and eternally existing in a loving unity of three equally divine Persons: the Father, the Son and the Holy Spirit. Having limitless knowledge and sovereign power, God has graciously purposed from eternity to redeem a people for Himself and to make all things new for His own glory.

## **THE BIBLE**

We believe that God has spoken in the Scriptures, both Old and New Testaments, through the words of human authors. As the verbally inspired Word of God, the Bible is without error in the original writings, the complete revelation of His will for salvation, and the ultimate authority by which every realm of human knowledge and endeavor should be judged. Therefore, it is to be believed in all that it teaches, obeyed in all that it requires, and trusted in all that it promises.

## **THE HUMAN CONDITION**

We believe that God created Adam and Eve in His image, but they sinned when tempted by Satan. In union with Adam, human beings are sinners by nature and by choice, alienated from God, and under His wrath. Only through God's saving work in Jesus Christ can we be rescued, reconciled and renewed.

## **JESUS CHRIST**

We believe that Jesus Christ is God incarnate, fully God and fully man, one Person in two natures. Jesus—Israel's promised Messiah—was conceived through the Holy Spirit and born of the virgin Mary. He lived a sinless life, was crucified under Pontius Pilate, arose bodily from the dead, ascended into heaven and sits at the right hand of God the Father as our High Priest and Advocate.

## **THE WORK OF CHRIST**

We believe that Jesus Christ, as our representative and substitute, shed His blood on the cross as the perfect, all-sufficient sacrifice for our sins. His atoning death and victorious resurrection constitute the only ground for salvation.

## **THE HOLY SPIRIT**

We believe that the Holy Spirit, in all that He does, glorifies the Lord Jesus Christ. He convicts the world of its guilt. He regenerates sinners, and in Him they are baptized into union with Christ and adopted as heirs in the family of God. He also indwells, illuminates, guides, equips and empowers believers for Christ-like living and service.

## **THE CHURCH**

We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we

are to make disciples among all people, always bearing witness to the gospel in word and deed.

## **CHRISTIAN LIVING**

We believe that God's justifying grace must not be separated from His sanctifying power and purpose. God commands us to love Him supremely and others sacrificially, and to live out our faith with care for one another, compassion toward the poor and justice for the oppressed. With God's Word, the Spirit's power, and fervent prayer in Christ's name, we are to combat the spiritual forces of evil. In obedience to Christ's commission, we are to make disciples among all people, always bearing witness to the gospel in word and deed.

## **CHRIST'S RETURN**

We believe in the personal, bodily and glorious return of our Lord Jesus Christ. The coming of Christ, at a time known only to God, demands constant expectancy and, as our blessed hope, motivates the believer to godly living, sacrificial service and energetic mission.

## **RESPONSE AND ETERNAL DESTINY**

We believe that God commands everyone everywhere to believe the gospel by turning to Him in repentance and receiving the Lord Jesus Christ. We believe that God will raise the dead bodily and judge the world, assigning the unbeliever to condemnation and eternal conscious punishment and the believer to eternal blessedness and joy with the Lord in the new heaven and the new earth, to the praise of His glorious grace. Amen.

## **AFFIRMATIONS AND DENIALS**

The changes that occur in society require us to speak clearly about issues happening in the culture. The GracePoint family embraces the "Affirmations & Denials" document crafted by the EFCA to outline some of these issues. A summary version is included below. To read that document in full (QR): <https://www.efca.org/where-we-stand-in-the-efca-denials-and-affirmations>.



## **SOCIAL JUSTICE**

We are *not* adherents of the secular "Social Justice" movement as held in progressive circles, *but* we do believe that biblical justice has social implications, particularly in protecting those who are most vulnerable and marginalized.

## **RACE AND DISCRIMINATION**

We are *not* adherents of “Critical Race Theory” that reduces all racial inequities to a struggle between oppressor and oppressed and presents a worldview that is contrary to the Scriptures, *but* we do believe that the questions and challenges it raises stir us to recall critical biblical truths that we may have neglected and require our attention.

## **GOVERNMENT AND CIVIC RESPONSIBILITY**

We are *not* “Christian Nationalists” who believe the federal government should declare the United States a Christian nation or who believe that Americans are “God’s chosen people,” *but* we do believe that a patriotic love of one’s nation is appropriate and that Christians should be good citizens who may freely advocate for God-honoring public policies.

We do *not* believe that political means can establish the kingdom of God, *but* we do believe that God has appointed governing authorities to do good and that, for citizens in Christ’s kingdom, King Jesus’ rule and reign transcends all other citizenships and partisan ideologies and transforms how we live in the world.

## **GENDER AND SEXUAL IDENTITY**

We do *not* believe that a person’s biological sex should be separated from their self-perception as a man or a woman nor that the body should be altered when it does not conform to that self-perception, *but* we do believe that some people experience a distressing struggle between these two and that we must treat those who struggle in this way with love and compassion as we seek to help them, with the truth and power of the gospel, toward the wholeness of a biologically-sexed identity grounded in God’s “very good” design in creation as male and female.

## **ROLES OF MEN AND WOMEN**

- We are *not* egalitarian in our understanding of the roles and functions of men and women in the church, *but* we do believe that the gifts and ministries of women are essential to the health and fruitfulness of churches and ought to be sought out and multiplied in ways that arise from and are consistent with our complementarian convictions.

## OUR AFFILIATION

GracePoint Church is happily affiliated with the Evangelical Free Church of America, which we partner with in global missions and local and regional ministry efforts. The EFCA exists to multiply transformational churches among all people. GracePoint has been affiliated with the EFCA since our inception and have found it to be a supportive and doctrinally sound group that majors on the majors and minors on the minors.

With a longstanding mantra of “In essentials unity. In non-essentials, charity. In all things, Jesus Christ,” the EFCA is a movement we gladly embrace and partner alongside. Our leadership is active in EFCA events and meetings, and our church family financially supports a number of international missionaries through EFCA’s “Reach Global” network.

You can read about this history of our movement here (QR):

<https://www.efca.org/our-history>



## FROM OUR LEAD PASTOR

I’m thankful for every person who takes the time to read through this document. It represents our best efforts at communicating who we are, what we believe God is doing among us, and who we feel He is directing us to look for as our next Adult Ministries Pastor.

I began my role as Lead Pastor June 1, 2024, after an almost 10-year break from Pastoral ministry. The Lord distinctly called me back into ministry and specifically to GracePoint through a series of providential events. I have nothing but great things to say about my new church family. My wife and I have been welcomed and loved enthusiastically and believe the same will be true for you, should you be our next Adult Ministries Pastor.

My approach to leadership is collaborative in nature. Even though I’ve been appointed by the Elders to oversee and hold the staff accountable, I do so through equipping, trust, and keeping staff relationships honest and therefore healthy. I believe that the sooner and more openly we deal with issues, the less likely they are to become problems that require a firmer hand.

I also believe that teamwork beats talent all day long. The more unified we are as an Elder and Staff team, the more we will be able to lead the church family in the same direction. I am on a mission to have the most unified, single-minded, “for each other” staff I’ve ever known anything about. Those kinds of staff relationships will not only serve us and the church family well, they will also honor Jesus most.

I'm also big on integrity and living in such a way as to bring honor to the name of Jesus, our King and Savior. I seek to keep the staff focused on that essential aspect of our service as leaders within the church and am not shy to call out things that I believe are compromising to the gospel or our ministry as a church within the community.

Having said all of that, I'm excited to find the right person for the important role of Adult Ministries Pastor. I believe that God not only has appointed a specific person to serve the family of GracePoint, but He's also guided that person's life-story in such a way that they are going to be a great fit in the GracePoint family; someone we can eagerly support, love, and encourage in the LORD regularly.

I want you to know that once you move into PHASE TWO or beyond in our application process, I am available for any questions you may have – about GracePoint, our history, our beliefs, our practices, our dirty laundry – anything. You need to have all your questions answered to know if GracePoint is a good fit for you, so feel free.

Thank you for your service to the church and for your interest in this opportunity at GracePoint. I'm praying for you as you seek the LORD's direction and clarity.

Carey Green

Lead Pastor

[carey@gracepointnd.org](mailto:carey@gracepointnd.org)

## OUR SEARCH TEAM

### *CAREY GREEN, LEAD PASTOR*

Carey grew up in the Texas Panhandle, has been happily married to his wife, Mindi since 1989 and has 5 adult kids, 7 grandkids, and loves family life. He's been in his current role as Lead Pastor since June of 2024 (yep, he's brand new). Carey loves the word of God and how it applies to every area of life. He loves podcasting, listening to podcasts, reading, and fiddling around in his garage. Random factoid: Carey was also once struck by lightning – which his brother insists explains a lot of things about him.



### *WHITNEY HEER*

Whitney was born and raised in North Dakota. She and her husband, Joel, are raising their six children on a small farm southeast of Bismarck. She has a background in early childhood education. She is a stay-at-home mom who spends her days homemaking, homeschooling, and chasing down a stray chicken here and there. Her hobbies are baking, listening to audiobooks, and working on home projects. She is committed to following the Lord and training her children with biblical wisdom and truth.



### *JEFF HOFFMAN*

Jeff was born in Rolette, North Dakota and graduated from the University of North Dakota (Fighting Sioux) with a degree in Business Administration and moved to Bismarck in 1980. He and his wife Julie have been married for 36 years and have 2 children, Emily and Trent. Jeff retired in January of this year and is currently volunteering with Prison Fellowship and facilitates a class at the prison. He also volunteers in the AWANA program at GracePoint and has for many years. Jeff enjoys gardening, reading (Bible, biographies, and political intrigue fiction), and he enjoys spending time in the Badlands of North Dakota. You may also find Jeff enjoying basketball games at Shiloh Christian School here in Bismarck.



*ALISON JUST*

Alison was born and raised in a small 'Class B' town in North Dakota. She has been married to her husband, Michael, for 21 years and they have two teenage daughters. Alison is a dentist and works part time. With the girls older and more independent, she has a bit more free time and is looking forward to serving the Lord as part of the search team. Both Alison's and Michael's parents celebrated their 50th wedding anniversary this year, a rare achievement these days!



*MATT SCHAIBLE*

Matt is originally from western Montana but moved east after college. He is happily married to Vanessa, and they have 3 children. They have been attending GracePoint since 2016, serving in a variety of roles within the church and co-lead one of our connect groups. Matt enjoys family road trips, being out in the water fishing or playing, and trying his hand at home carpentry projects. One of Matt's passions is hiking; he has hiked at elevations over 16,000 feet, despite having a fear of heights.



*KATE SIMENSON*

Kate grew up in Colorado Springs, Colorado, which is also where she met her husband, Jay, and were married in 1992. They have 2 daughters, have gained 2 sons-in-law, and have 3 beautiful granddaughters. Kate and Jay moved to Bismarck in 2012 (Jay is from North Dakota). Kate loves family life and the joy it brings. The two of them travel to Texas often to visit family who live there. Kate also takes care of one granddaughter part time, enjoys baking (gluten free) and cooking, especially trying new recipes. She loves the fellowship of participating in Bible study and sharing God's gift of service.



# OUR COMMUNITY



## STATE CAPITAL & LARGEST CITY IN WESTERN ND

As the State Capitol, Bismarck draws many people to the area, and it is the second largest city in the state (behind Fargo). The combined area of Bismarck-Mandan-Lincoln contains approximately 137,000 residents. The city sits on the Missouri River, which is flanked by cottonwood and other deciduous trees. It is an amazing experience to walk or bike along the well-developed river path during the fall time. There is also a very active hunting community, with white tail deer as the main source of big game, and pheasants, ducks, geese, quail, and crane also hunted in the area.

And we're not going to lie... winter is cold, snowy, windy, and often feels very long. At least once each winter we are likely to experience negative 30-degree temperatures for a week or so. But we've come to realize that the winter is part of what keeps Bismarck the size and type of community it is, which we appreciate greatly. If you like winter sports, you'll find cross-country skiing, snowmobiling, hockey, ice fishing, and more to keep you busy. But we also have gloriously wonderful summers, with long summer evenings providing plenty of reason to forget about the snow and cold and enjoy endless hiking trails, kayaking, water sports on the river and nearby lakes, camping, and fishing.

The economy of Bismarck is vibrant and attracts many residents who are looking for the conveniences of city life without the hassles and drawbacks of a truly large metropolitan area. The job market here is thriving and we see new people moving in often. We feel that we have the best of both worlds in Bismarck, urban and rural. The cost of living in Bismarck is reasonable compared to many other states, with the median home value being just over \$339,000, and most people spend less than 30% of their income on housing.

The city is home to Bismarck State College, University of Mary, and United Tribes Technical College, as well as The Northern Plains Heritage Area, and the North Dakota Heritage Center and State Museum.

Besides all of this, Bismarck is a city in need of Jesus. We want to be faithful to extol the name of Christ, live to demonstrate the difference He makes in our lives, and extend His offer of salvation by grace through faith, to our neighbors, co-workers, family, and friends.

# JOB DESCRIPTION

## Pastor of Adult Ministries

### Personal Attributes and Character:

Our next Adult Ministries Pastor is...

- Deeply aware of his need for Jesus every day.
- A man who prays habitually and intentionally.
- One who learns and lives out the word and truly walks with Jesus as Lord and friend.
- A humble servant leader who is kind, patient, and long-suffering.
- One who strives for excellence but is not shackled by a fear of making mistakes.
- Believes and lives out the reality that teamwork beats talent.
- A man who engages with, facilitates, and nurtures Christ-honoring culture.
- Lives in a manner that is worthy of the gospel of Jesus.

### Primary Areas of Responsibility:

#### **Community:**

The GracePoint family is a gospel community that serves as the environment for our members to become spiritually mature, where each member actively engages to build up the church family in love. *Your role is to develop and lead a team of volunteers who implement initiatives and events for the church family that promote fun, friendship, and opportunities for deeper connection in Christ.*

#### **Discipleship:**

The members of GracePoint are expected to consistently and faithfully walk the pathway toward spiritual maturity that the Bible describes as “discipleship”. *Your role is to design multi-option pathways that equip the adults of the church family to grow to Christian maturity in all areas of life and help others do the same.*

#### **Care:**

The GracePoint community thrives because unity and love are at the core of our relationships. *Your role is to develop and lead a team of people who facilitate a multi-faceted care strategy that provides consistent care and support for all segments of the church family.*

#### **Pastoral:**

Our leaders serve, equip and guide the GracePoint family as we walk the path toward spiritual maturity together. *Your role is to serve the GracePoint family through leadership that encourages, equips, admonishes, and unites them to make Jesus our message, walk the path of discipleship, and strive toward spiritual maturity.*

## Core Tasks and Responsibilities

### **Community**

- Oversee and improve systems to welcome visitors and new attendees, provide follow-up, and encourage their involvement in the life of the church family.
- Prayerfully establish a regular pattern of church-wide gatherings designed to connect people through fun and food, open doors to relationships, and establish the beginnings of deeper connections.
- Oversee and develop effective communication patterns and strategies with all volunteers, staff, and adults within the ministries.

### **Discipleship**

- Set an example of discipleship by discipling others individually or in groups.
- Lead and grow our Connect Group system (small groups, studies, Sunday school).
- Provide community, growth, and service opportunities for young adults (18-25 years of age).
- Identify members ready for service or leadership. Equip, lead, and support them.
- Shepherd members into pathways that support spiritual growth and maturity.

### **Care**

- Work with Pastors and Elders to carry out ongoing and consistent member care.
- Provide structure and leadership to Deacons/Deaconesses and their ministry teams.
- Assess member needs regularly and devise ways to meet those needs through the gifting and resources of the church family.

### **Pastoral**

- Serve as a member of the teaching team for worship gatherings.
- Provide pastoral counseling as needed.
- Serve at weddings, funerals, and off-campus visits and meetings.
- Participate in staff meetings and 1:1 meetings with the Lead Pastor.
- Participate in Elder meetings (non-Elder advisory role).
- Prepare and actively manage the Adult Ministries budget.

## Qualifications:

- Clear testimony of faith in Jesus and an uncompromising walk with Him.
- Commitment to the Mission, and Core Convictions of GracePoint.
- Full agreement with the GracePoint Statement of Faith.
- Meets the qualifications of an elder (1 Timothy 3:1-8, Titus 1:5-9, 1 Peter 5:2-4).
- 3 to 5 years' experience as a staff member in a growing church.
- Advanced degree in Biblical Studies or Theology.
- Excellent written and verbal communication skills.
- Collaborative, building-others-up attitude about team involvement.





# COMPENSATION

## COMPENSATION AND BENEFITS

### Job Status

40 hours/week – exempt position

### Compensation & Benefits

- Salary: \$74,000 annually (housing allowance included).
- Health care stipend: \$9,600 annually.
- Phone allowance: \$1,440 annually.
- Dental Insurance.
- Disability Insurance.
- 401K Employer match at 5% of annual income.
- Paid annual leave.

### Non-compensation Benefits

- Flexible schedule.
- Office space and computer.
- Relocation/moving expenses paid.
- Book and resource allowance: \$1200 annually
- Meals and contact allowance: \$1000 annually
- Conferences and development allowance: \$2000 annually



# APPLICATION

Typical to any interviewing process, we've established a series of steps to help us get to know candidates as quickly as possible and evaluate them according to the criteria we've prayerfully determined are fitting for our new Adult Ministries Pastor. We apologize for sounding so utilitarian, but it's the best system we've been able to come up with. Each of the steps will have its own "move forward / don't move forward" evaluation made by our Search Team. A "move forward" decision will move an applicant to the next step, while a "don't move forward" decision will remove an applicant from consideration. We commit to communicate with applicants clearly and in a timely manner throughout the process.

Here's how to get started...

## **Step one:**

We want to get to know you, your heart, and your life with Jesus. Please provide short answers (no more than a paragraph or two) to each of the following:

1. Describe your conversion and spiritual journey including how you discovered your spiritual gifts and call to ministry.
2. Describe your family situation, including sexes and ages of your children.
3. What well-known preachers or Christian leaders, past or present, do you hold in high esteem? Briefly explain why for each.
4. Briefly explain the gospel message and how it can/should impact a person's life.
5. Describe the role prayer plays in your life. If you have any regular practices, please share them, explain why you implemented them, and the benefit they are to you.
6. What aspects of serving your church and community are the most fulfilling to you and why? What is the most draining and challenging?
7. Have you officiated any weddings? How do you discern whether or not to perform a wedding ceremony for a couple? What are your premarital requirements?
8. Have you ever conducted a funeral service? Describe how you come alongside families in this time of grief, how you fashion your sermon for the gathering, what kind of follow up you engage in, etc.
9. Tell us about a failure in your Pastoral experience and what you learned from it.
10. Describe your leadership style (how you lead, what you do to facilitate teamwork, your approach/demeanor as a leader, etc.)
11. Tell us about a vision you had for a project or plan and how you saw it come to life.

12. Describe your preaching style and how it has changed over time.
13. How do you feel about the preaching requirements of this position (Delivering a message from the word of God 4 or 5 times per year to 600-ish people gathered in 2 services). Discuss your feelings about being coached/mentored in this area.
14. Describe the most important aspects of Ecclesiology and why you believe they are important.
15. Comment on our mission statement. We'd love to know what you think of it.
16. Which two of our Core Convictions do you most resonate with, and why? Which two do you least resonate with?
17. Describe your philosophy of ministry to adults.
18. Where do you fit theologically compared to our statement of faith?
19. How do you balance personal and family commitments with pastoral responsibilities?
20. What theological positions or beliefs do you hold that others might think are odd or at the least, non-traditional?

## Step two:

Please ***send the following materials*** to [apply@gracepointnd.org](mailto:apply@gracepointnd.org). You will receive a confirmation that we received your materials and if any more steps will be required. Please include:

- Cover letter in Word or PDF format (Naming convention: SteveSmith\_CoverLetter).
- Responses to the questionnaire from step one in Word or PDF format (Naming convention: SteveSmith\_Questionnaire).
- Resume that includes at least three references we can contact, in Word or PDF format (Naming convention: SteveSmith\_Resume).
- Educational Transcripts (Naming conventions: SteveSmith\_Transcripts).
- A video recording (or link) of your preaching (Naming convention: SteveSmith\_Video).

*We will contact you within 2 weeks of receiving your materials to let you know we have received them and when you can expect our next response.*

## Step three:

Should you be invited to take this step, we will contact you to schedule a 15-minute, video “screening call” with two members of our Search Team. This is an informal, get-to-know-you time. We'd like the opportunity to connect your face and personality to the materials we have received.

*Within 2 weeks of this call, we will contact you to let you know if we would like to move to the next step.*

### **Step four:**

Should you be invited to take this step, we will contact you to schedule a 90-minute video conversation with our entire Search Team. We'll spend 60 minutes asking you questions based on the materials you've sent us and will reserve 30 minutes for you to ask us questions about anything you need to know.

*Within 3 weeks of this conversation, we will contact you to let you know if we would like to move to the next step.*

### **Step five:**

As we move into this step, we'll ask your permission to run a background check.

Should that turn out good (we're sure it will), we will contact you to schedule a second 90-minute video conversation with our entire Search Team and would also like your spouse (if you have one) to join you on the call. Our goal is not to interview your spouse, but to get to know you through them and the lens of your relationship. Either of you should feel free to ask any questions you have. Again, the 60-minute/30-minute time division should be expected.

*Within 3 weeks of this conversation, we will contact you to let you know if we would like to move to the next step.*

### **Step six:**

Should you be invited to take this step, we will schedule you for a 30-minute video call with two members of our Search Team to ask you questions of a more sensitive nature (sexual history, addiction history, marital history, financial history, etc.). We may also lovingly clarify any areas of concern or confusion we have based on previous interactions we've had with you.

*Within 3 weeks of this call, we will contact you to let you know if we would like to move to the next step.*

### **Step seven:**

Should you be invited to take this step, we will schedule you for a 30-minute video call with our Elder Team. These shepherds of our church family would like to talk to you about issues

related to your theological beliefs, philosophy of ministry, and vision and approach to adult ministry, in light of the needs of the GracePoint family.

*Within 3 weeks of this call, we will contact you to let you know if we would like to move to the next step.*

## **Step eight:**

Should you be invited to take this step, we will invite you and your spouse to visit GracePoint over a weekend, at our expense. This will be an incognito visit, meaning that most of the church family will not know that you are visiting as a potential candidate for the Adult Ministries role. You'll get to experience what our Sunday worship gatherings are like, interact with the GracePoint family, and get a feel for our culture and environment.

You'll also meet with the Search Team, Church Staff, and some of the Adult Ministry volunteer leaders in an informal setting. Our time together will include food, fun and laughter, and a time for you to explore whether you feel our team culture is a good fit for you.

Over the weekend you should also expect at least one conversation with the existing Pastoral and ministry staff. We want to make sure that the staff chemistry feels like a potential fit, and that you do too!

You will also meet with our Elder Team. They will have their own set of questions and inquiries about you, your experience, and your feeling about being a part of the GracePoint ministry team. Expect questions of all sorts.

We'll also give you a tour of the community so you can get a real feel for Bismarck and the surrounding area. If you'd like to do anything specific while you are visiting, feel free to let us know and we'll make arrangements.

*Within 2 weeks of your visit, we will contact you to let you know if we would like to move to the next step.*

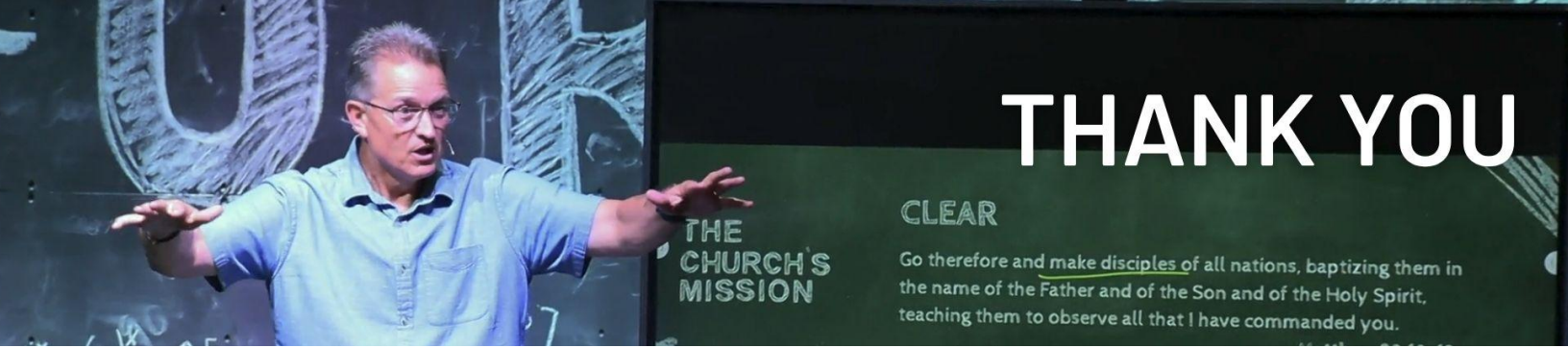
## **Step nine:**

Should you be invited to take this step, we will invite you and your entire family to come to Bismarck for a second weekend, at our expense. On Saturday we will host a get-to-know-you Q&A time for our church family, facilitated by our Lead Pastor. While we hope everyone who is actively involved at GracePoint will take part, you can probably expect as many as 250 people in attendance and some very insightful and pointed (but loving) questions.

Saturday evening will most likely consist of a relaxed time around a meal with our Pastoral staff and Search Team. We'll be sure we don't go too late so you can feel fresh for Sunday morning.

For our Sunday worship gathering, we'd like you to prepare an expository sermon and share it as our guest preacher for the morning in both worship gatherings. You should aim at the edification and equipping of the church family. If you have graphics or scripture to display, that can be arranged.

By this point, the church family will be prayerfully ready to take their part in our process by joining together for a congregational meeting after the second worship service to cast their vote in favor or against offering you the position of Adult Ministries Pastor. Our bylaws require at least a 3/4 majority of members vote affirmatively to extend the offer to you.



We know that God is in complete control. That means He is guiding our process and that He will lead both us and you according to His plans.

Be encouraged, our good King will bring us together if it's what He has in mind. If not, He will lead you in an even better path, according to His good and perfect will.

## LEARN MORE ABOUT GRACEPOINT

Website: <https://GracePoint.life>

YouTube: <https://www.youtube.com/@gracepointnd>

Facebook: <https://www.facebook.com/GracePointLife>