BAPTIST UNION OF SOUTHERN AFRICA

APPLICATION FORM

RECOGNITION FOR MINISTRY

INTRODUCTION

It is a Biblical principle that those considering the high calling of the Christian ministry should manifest the appropriate qualities for the office and the work to which they feel called.

This questionnaire is specifically designed to assist the Baptist Union National Leadership Council in its responsibility to assess each applicant’s suitability. On the basis of this questionnaire it will be decided whether the applicant qualifies for an interview with the National Leadership Council’s Ministry Board.

The following Appendices and documents are attached to this form:

* Appendix 1, to be completed by the spouse of a married applicant.
* Appendix 2, to be completed by the leadership of your local church and submitted under separate cover in support of your application.
* Code of Pastoral Ethics, to be read, signed, and returned by you. Please retain a copy for yourself.

Note: Attach a South African Police Clearance Certificate – this is a compulsory requirement as part of the interview process since 2022.

Please arranged for the fully completed forms to be emailed to the Baptist Unions office at: [ministryboard@baptistunion.org.za](mailto:ministryboard@baptistunion.org.za) or [colin@baptistunion.org.za](mailto:colin@baptistunion.org.za)

Should you have any queries, you may contact Mpho Masewawatla or Colin Diesel at the Baptist Union on (011) 768 5980 or email to above addresses.

IT IS CRUCIAL THAT YOU COMPLETE ALL THE SECTIONS, WRITE YOUR NAME IN ALL AREAS REQUESTED, SIGN A COPY OF THE CODE OF ETHICS, AND SUBMIT A POLICE CLEARANCE CERTIFICATE. PLEASE SEE THAT YOU MAKE SURE YOUR CHURCH EVALUATION FORM GETS SUBMITTED TIMEOUSLY. IF YOU DO NOT FOLLOW INSTRUCTIONS, YOUR FORM WILL BE RETURNED TO YOU AND ANY UNDUE DELAY WILL BE YOUR OWN RESPOSIBILITY. THE PLAN FOR INTERVIEWS WILL BE FINALISED A WEEK BEFORE THE MINISTRY BOARD MEETS, SO PLEASE ASCERTAIN THE DATES AND ENSURE THAT YOU ARE IN GOOD TIME.

Applicants Name & Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Baptist Union of Southern Africa is fully compliant with the Protection of Personal Information Act of 2013. By completing and signing the documents attached, you give BUSA permission to utilise the information given, to assist them in their decision making. BUSA undertakes that the information provided will not be used or distributed in any manner, other than for that which it was purposed, without the permission of the applicant.

SECTION A: PERSONAL

Personal Details

Please Insert a passport size photograph

|  |  |
| --- | --- |
| Title |  |
| Surname |  |
| First names |  |
| Called names.  If different from first names |  |
| SA Identity Number |  |
| Date of Birth |  |
| Current Age |  |
| Non-SA Passport Country of Origin |  |
| Non-SA Passport Number |  |
| E-mail Address |  |
| Cellular Phone Number |  |
| Other Telephone Number(s) |  |
| Postal Address & Postal Code |  |
| Current church where in membership |  |
| Church pastors name |  |

Marital Status

|  |  |  |
| --- | --- | --- |
| PLEASE TICK | STATUS | DATE IF APPLICABLE |
|  | Single | N/A |
|  | Engaged | N/A |
|  | Married |  |
|  | Separated |  |
|  | Divorced |  |
|  | Widowed |  |

If Married

| Name of spouse |  |
| --- | --- |
| Name & age of child |  |
| Name & age of child |  |
| Name & age of child |  |
| Name & age of child |  |

If Previously Married

|  |
| --- |
| If previously married, please provide a brief summary on the circumstances and date that this marriage came to an end: |

Was your spouse previously married? If so, please indicate:

|  |  |  |
| --- | --- | --- |
| PLEASE TICK | STATUS | DATE |
|  | Widowed |  |
|  | Divorced |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is your spouse fully sympathetic with your calling into the ministry? | Yes |  | No |  |
| Have you and your spouse ever submitted to marriage counselling? | Yes |  | No |  |
| Do you currently have any marital problems? | Yes |  | No |  |

|  |
| --- |
| Are there any other family circumstances of which BUSA should be aware: |

Key Dates and Places in Your Walk with Christ

|  |  |
| --- | --- |
| Date of your conversion to Christ |  |
| Date of your baptism by immersion as an adult |  |
| Where were you baptised? |  |
| By whom were you baptised? |  |
| Are you presently in membership with a Baptist Union full member church? (Y/N) |  |
| If Yes, name which one? |  |
| Date of your acceptance into membership |  |

Key Dates and Places in Your Walk with Christ (continued)

|  |  |
| --- | --- |
| If No, what is the status of the church within the Baptist Union? |  |
| Name any other Baptist Union churches where you have been a member, including dates |  |
|  |
|  |
|  |

Other Denominations

|  |  |
| --- | --- |
| Have you ever been in membership with a church of another denomination or an independent church grouping? Y/N |  |
| If Yes, then please give details | |
| Denomination |  |
| Where |  |
| Dates |  |
| Reason(s) for leaving |  |
| Denomination |  |
| Where |  |
| Dates |  |
| Reason(s) for leaving |  |

Personal Well-being

Spiritual

|  |  |
| --- | --- |
| Describe your personal devotional life | Please tick |
| Regular |  |
| Meaningful |  |
| Irregular |  |
| Struggle |  |
| Almost non-existent |  |

Personal Well-being (continued)

Time Management (1)

|  |  |
| --- | --- |
| Describe how you organise your time | Please tick |
| Disciplined / use a diary /organised |  |
| Procrastinator |  |
| Do not plan my time / allow things to happen |  |
| Unorganised |  |

Time Management (2)

|  |  |
| --- | --- |
| Describe how you use your time each day on average | Please indicate number of hours per day per activity – must add up to 24 hours |
| Spiritual disciplines (devotions, prayer, Bible study, Christian literature) |  |
| Reading (other than Christian material) |  |
| Study time towards educational qualifications (e.g. BTC/CTBS) |  |
| Social Media |  |
| Electronic Gaming |  |
| Television |  |
| Travelling |  |
| Family time / meals |  |
| Employment / Work duties (both church and secular) |  |
| Evangelism / Witnessing |  |
| Hobbies |  |
| Sleeping |  |

Physical/Mental/Emotional Health

|  |  |
| --- | --- |
| Have you / or do you suffer from depression? Y/N |  |
| Are you on medication for depression? Y/N |  |
| Have you had any serious physical, mental, or emotional health issues in the past Y/N |  |
| Currently is your physical health good. Y/N |  |
| If you answered Yes to any of the above, please give brief details: | |

Personal Well-being (continued)

Financial Management

|  |  |
| --- | --- |
| Have you ever been under debt counselling? Y/N |  |
| Have you ever been declared bankrupt? Y/N |  |
| Do you have any major debts other than a home loan? Y/N |  |
| If Yes, please elaborate: | |

Substances

|  |  |  |
| --- | --- | --- |
| Have you ever had a drug abuse problem? Y/N |  | |
| Have you ever had an alcohol abuse problem? Y/N |  | |
| What is your view towards the use of alcohol as a beverage? Please tick your choice | It is permissible |  |
|  | Casual Drinker |  |
| Total Abstainer |  |
| What is attitude to smoking? Please tick your choice | I am a smoker |  |
| Abstainer |  |

Christian Background and Experience

|  |
| --- |
| Briefly describe your conversion to Christ: |

Christian Background and Experience (continued)

|  |
| --- |
| What has significantly influenced the development of your spiritual life? |

|  |
| --- |
| How do you relate to conflict? If possible, give an example of an occasion where you have had to deal with it: |

|  |  |  |  |
| --- | --- | --- | --- |
| Indicate your leadership involvement in churches where you have been in membership (please tick as many as required) | | | |
| Pastor |  | Associate pastor |  |
| Elder |  | Deacon |  |
| Small group leader |  | Sunday school teacher |  |
| Youth group leader |  | Young adults’ leader |  |
| Worship leader |  | Visitation |  |
| Chaired deacons’ meetings |  | Chaired church business meetings |  |
| Other: | | | |

|  |  |
| --- | --- |
| Have you had conflict with your church leadership? Y/N |  |
| Describe the conflict: | |
| Is there currently an unresolved conflict situation within your church? (Y/N) |  |
| Describe the issue: | |

|  |
| --- |
| Give a brief explanation of your current ministry involvement in your local church: |

SECTION B: PROFESSIONAL

Ministry Categories

(NOTE: Complete **only one** the categories below)

Category 1 – Those serving/holding office WITHIN a **local Baptist Union of SA church** seeking **Probationer/Student Pastor** Status with BUSA.

Church and Calling Details

|  |  |  |
| --- | --- | --- |
| Are you at this time in a CALLED position and employee of a local BUSA church? (Y/N) |  | |
| If so, indicate which church |  | |
| Is this church in good standing as a full member of the Baptist Union? (Y/N) |  | |
| If you are in CALLED position, was this done at a full member meeting of the church? (Y/N) |  | |
| Describe your called status within the church (please tick which one) | Full-time service (paid) |  |
| Part-time service (paid) |  |
| Bi-Vocational (partially paid) |  |
| Voluntary (non-paid) |  |
| Is the church in membership with a Regional Network of BUSA? (Y/N) |  | |
| If not, does it intend seeking membership of the Regional network? (Y/N) |  | |
| Is this church a “daughter church” within BUSA? (Y/N) |  | |
| Is your church currently in Fellowship status with the BUSA, i.e. not a full member church (Y/N) |  | |
| Please add any further comments with regards to your church and calling: | | |

Category 2 – Those serving/holding a ministry office **OUTSIDE** theBaptist Union of SA seeking Probationer Status

Ministry Affiliation

|  |  |
| --- | --- |
| What is the Christian organisation you are associated with? |  |
| Is this organisation recognised as a ministry partner of the Baptist Union? (Y/N) |  |
| In what capacity are you employed/called by this organization? (Job Title) |  |
| When did you commence employment with this organization? |  |
| Are the activities of this organization directly related to the extension of God’s Kingdom? (Y/N) |  |
| If yes, describe the organizations primary activities |  |
| Why are you are seeking ministerial recognition with the Baptist Union of SA? | |

Category 3 – Those in their **FINAL YEAR** of studies (of their Theological Degree with Honours) and applying for **Candidate** Status within BUSA

(please indicate)

Theological Institution

|  |  |
| --- | --- |
| Baptist Theological College of Southern Africa (Randburg) |  |
| Cape Town Baptist Seminary |  |
| Die Seminarium (ABK) |  |
| Christ Seminary (Polokwane) |  |
| South African Theological Seminary (SATS) |  |
| Other: Please state the name of the theological institution |  |
| Why are you seeking ministerial recognition with the Baptist Union of SA? | |

The Christian Ministry

|  |
| --- |
| What do you feel are the necessary qualifications for someone in ministry, and to what extent do you feel you have these qualifications? |
| What aspect of ministry do you enjoy most and why? |
| What aspect of ministry do you least enjoy being involved in at present? |
| Have you ever completed a Spiritual Gifts test? (Y/N) |
| What do you believe to be your spiritual Gifts? |

Leadership

Describe Your Leadership Style (Please choose **one**)

|  |  |  |  |
| --- | --- | --- | --- |
| Democratic leader |  | Autocratic leader |  |
| Bureaucratic leader |  | Coaching leader |  |
| Transactional leader |  | Transformational leader |  |
| Servant leader |  | Laissez-Faire (Delegative) leader |  |
| Charismatic leader |  | Situational leader |  |
| Pace-setting leader |  |  | |

|  |
| --- |
| Why do you consider yourself to be a leader? |

|  |
| --- |
| Describe an occasion where you had to demonstrate decisive leadership in your church: |

|  |
| --- |
| As a leader what do you consider to be your weaknesses: |

|  |  |  |  |
| --- | --- | --- | --- |
| As a leader, how do you primarily react when your views and wishes are opposed? (choose one) | | | |
| Feel threatened |  | Confront and respond immediately |  |
| Confront and seek to reconcile |  | Confront and think about it afterwards |  |
| React angrily |  | Feel personally aggrieved |  |
| Ignore it and push on |  | Think about it and respond much later |  |
| Ask for a one-on-one discussion |  | Ignore it and hope it will go away |  |
| Saddened |  | Retreat and back-off |  |

|  |
| --- |
| Describe your understanding of the pastor’s role of leadership in the life of the church: |

The Church

|  |
| --- |
| List below what you would consider the essential aspects of ministry in the church: |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

|  |
| --- |
| If your church included a group which held to an “aggressive” theological viewpoint that was for example: Reformed or Arminian or Charismatic or Pentecostal or Liberal, how would you handle the situation? |

Non-theological Education

|  |  |  |
| --- | --- | --- |
| Give details of the where you completed your schooling | | |
| Name of school | Highest qualification | Year attained |
|  |  |  |
| Give details of any other tertiary education / or skills training you have completed | | |
| Name of university / college / training centre | Type of certificate / diploma / degree | Year attained |
|  |  |  |
|  |  |  |
|  |  |  |

Employment & Professional Experience

|  |  |  |  |
| --- | --- | --- | --- |
| Employer/organization | Position / Role | From | To |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

SECTION C: THEOLOGICAL

Theological Training

|  |  |
| --- | --- |
| Are you in your final year of theological studies? Y/N |  |

|  |  |  |  |
| --- | --- | --- | --- |
| If you are graduating this year – what theological qualification will you receive? | | | |
| Theological institution | Graduate qualification | Full-time or part-time studies | Years taken to complete |
| Baptist Theological College in Randburg |  |  |  |
| Cape Town Baptist Seminary |  |  |  |
| ABK |  |  |  |
| Other: |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| If you have graduated previously – what is the highest theological qualification you received? | | | |
| Theological institution | Graduate qualification | Full-time or part-time studies | Year of graduation |
| Baptist Theological College in Randburg |  |  |  |
| Cape Town Baptist Seminary |  |  |  |
| ABK |  |  |  |
| Other: |  |  |  |
| Other: |  |  |  |
| Other: |  |  |  |

PLEASE ATTACH A FULL TRANSCRIPT OF STUDIES TO YOUR APPLICATION FORM.

Christian Doctrine

|  |  |  |
| --- | --- | --- |
| STATEMENT(S) OF BELIEF  Do you subscribe to one the following Baptist Union Statements of Belief? | | |
| STATEMENT OF BELIEF | YES | NO |
| 1924 Baptist Union Statement of Belief |  |  |
| 2017 Baptist Union Statement of Belief |  |  |

|  |  |  |
| --- | --- | --- |
| BAPTIST PRINCIPLES  Do you subscribe to the Baptist Union’s Statement of Baptist Principles? | | |
| Statement of Baptist Principles as accepted in 1987 | Yes | No |
| Do you have any reservations with regards to any of the seven Baptist principles, or any clauses contained within? If yes, please specify and elaborate: | | |

|  |  |
| --- | --- |
| Have you completed a course of study in the Baptist Union’s BAPTIST PRINCIPLES? Y/N |  |
| At which Baptist Union theological institution did you complete this course in BAPTIST PRINCIPLES? |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Indicate your own primary doctrinal position (indicate one) | | | |
| Evangelical |  | Charismatic |  |
| Pentecostal |  | Liberal |  |
| Reformed |  | Calvinist |  |
| Neo-Calvinist |  | Liturgical |  |
| Emergent |  | Orthodox |  |
| Comment on your doctrinal position if necessary: | | | |

|  |
| --- |
| EVANGELICALISM – in your own words describe what you would consider to be the distinct aspects of the evangelical faith: |
| THE BIBLE – in your own words define your attitude to the Scriptures with reference to the historicity, inspiration, authority, and inerrancy of Scripture: |

|  |
| --- |
| THE TRINITY – give your understanding of the Trinity: |
| THE PERSON OF CHRIST – what do you understand regarding the Person of Christ: |
| THE WORK OF CHRIST – what do you understand regarding the Work of Christ: |

|  |
| --- |
| THE HOLY SPIRIT – what is your understanding of the Person of the Holy Spirit: |
| THE HOLY SPIRIT – what is your understanding of the Work of the Holy Spirit in the life of the believer: |
| THE LOCAL CHURCH – describe what you would consider to be the key functions of the local church: |

|  |
| --- |
| THE LOCAL CHURCH – what do you consider to be the key tasks of the PASTOR in a local church: |

The Baptist Union Denominational Distinctives

|  |
| --- |
| What do you believe makes Baptist ecclesiology (the church) distinct (different) from other denominations: |

|  |
| --- |
| In light of the Baptist view of the autonomy of the local congregation, how do you think the local Baptist congregation should relate to the Regional Network and the Baptist Union? |

|  |
| --- |
| What changes, if any, do you feel need to be made in the Baptist Union’s structures or practices? |

|  |  |
| --- | --- |
| Do you acknowledge that being placed on the Baptist Unions accredited ministerial lists will require you to pay a mandatory annual Pastoral Fee (currently R750)? Y/N please indicate alongside |  |
| As per the updated Ministry Regulations (Oct 2022) all applicants for ministerial recognition will only be interviewed once they have provided a basic Police Clearence Certificate to the Ministry Board. Do you undertake to provide the necessary police clearance certificate? Y/N please indicate alongside |  |
| Do you accept the Ministry Regulations of the Baptist Union (Oct 2022) and Clauses 1(1) and 1(2) of the Baptist Union’s By-Laws (Oct 2021)? Y/N please indicate alongside. Copies of these are available on the BUSA website www.baptistunion.org.za |  |
| Are you prepared to participate in the Baptist Union’s Continuous Education Programs from time-to-time as administered through the Pastoral Support Team? Y/N please indicate alongside |  |

# CODE OF PASTORAL ETHICS

Baptist Union of Southern Africa

October 2022 update

Because the pastoral ministry is such a high and holy calling, and because the morality of those called to be pastors is so crucial to the good name of the Christian ministry, it has been thought necessary to provide a guideline as to what constitutes appropriate, God-honouring behaviour in the pastoral ministry. In a climate where there is increasing confusion about ethical standards and a higher incidence of moral disqualification from pastoral ministry, the following CODE OF PASTORAL ETHICS is submitted for endorsement by all those whose names appear on the Ministry List of the Baptist Union of Southern Africa.

The following code is adapted and expanded from Joe E Trull and James E Carter, *Ministerial Ethics* (Nashville: Broadman and Holman, 1993), pp. 253-256. The book itself is highly recommended as a competent and exhaustive treatment of the subject.

Preamble

As a minister of Jesus Christ, called by God to proclaim the Gospel and gifted by the Spirit to pastor the church, I dedicate myself to conduct my ministry according to the ethical guidelines and principles set forth in this Code of pastoral Ethics, in order that my ministry be glorifying to God, my service be beneficial to the Baptist Union of Southern Africa and the wider Christian community, and my life be a witness to the nation and the world.

Responsibilities to Self

1. Recognising that the cultivation of my personal relationship with the Lord is my most basic and crucial obligation as a pastor, I will nurture my devotional life through the regular practice of the spiritual disciplines such as times of prayer, reading of the Scripture and meditation on them, fasting.

2. I will continue to grow in all aspects of my life using the program as a guide.

3. I will manage my time well by properly balancing personal obligations, church duties, and family responsibilities, recognising the need for times of recreation but never shirking my pastoral responsibilities.

4. I will be honest and responsible in my finances by living within my income, paying all debts on time, not getting into excessive debt, never seeking special gratuities or privileges on grounds of my pastoral office, being a faithful steward of my resources, and living a Christian lifestyle.

5. I will be truthful in my speech, never exaggerating the facts, misusing personal experiences, or communicating gossip; I will give credit for all sources quoted or extensively paraphrased in sermons and prepared papers, never passing off the work of others as my own; I will honour all copyrights. I will be responsible in my use of social media and never pass on any messages without first confirming the truthfulness of the message, including conspiracy theories. I will never send messages that gossip about another person.

6. I will endeavour to maintain my physical and emotional health through regular exercise, good eating habits, and the proper care of my body.

7. I will seek to be Christlike in attitude and action toward all persons, regardless of race, social class, religious beliefs, or position of influence within the church or community.

Responsibilities to Family

1. I will be fair to every member of my family, giving them the time, love and consideration, they need.

2. I will understand the unique role of my spouse, recognising that the primary responsibility of my spouse is as a marital partner and parent to our children, and only secondarily as church worker and assistant to the pastor. I will encourage her/him to use his/her spiritual gifts as God has gifted him/her.

3. I will regard my children as a gift from God and seek to meet their individual needs without imposing undue expectations upon them.

Responsibilities to the Congregation

1. I will seek to be a servant-leader of the church by following the example of Christ in faith, love, wisdom, courage, and integrity.

2. I will faithfully discharge my duties as pastor, teacher, preacher, counsellor and administrator through proper setting of priorities, planning, work habits and reasonable schedules.

3. In my administrative and pastoral duties, I will be impartial and fair to all church members, never treating any individual or group with undue favouritism, and never seeking to curry special favour with those who may be able to benefit me personally.

4. In my preaching responsibilities, I will give sufficient time to prayer and preparation, so that my messages will be biblically based, theologically sound, with practical application and clearly communicated.

5. In my evangelistic responsibilities, I will seek to lead people to salvation, teaching and baptising them and to church membership without manipulating converts, members of other churches, or demeaning other religious faiths. I will encourage the church of which I am pastor to be evangelistic in emphasis.

6. In my visitation and counselling practices, I will seek, as far as possible, never to be alone with a person of the opposite sex unless another church member is present nearby; in all my dealings, I will observe the most scrupulous sexual purity, and I will refuse to take advantage of the vulnerability of any counselee through exploitation or manipulation. This includes not being flirtatious, inappropriate touching or sexual remarks. I will not take advantage of vulnerable members of the congregation in order to gain sexual favours.

7. I will not participate in the exploitation of men or women for sexual purposes including watching pornography, but rather, because they are made fully in the image of God, I will have the utmost respect for men and women and stand against all forms of gender-based violence and discrimination.

8. I will make every effort to protect all persons especially women and vulnerable children from sexual exploitation in the church.

9. I will always maintain strict confidentiality, except where disclosure is necessary to prevent harm to persons and/or is required by law.

10. I will commit myself to maintaining the highest level of integrity, transparency and accountability in relation to church funds; I will refuse to be the sole signatory on church accounts or to handle church funds alone, unless the church leadership has designated a particular fund to be used at the sole discretion of the pastor.

11. As a retiring pastor, I will be diligent in bringing my ministry in my local church to meaningful closure. I will refuse to interfere in any way in the affairs of the church from which I retire, particularly in the choice and ministry of my successor. I will not cultivate relationships with members of the church from which I retire as may in any sense undermine the ministry of my successor, and I will return to my former church to render professional service, such as weddings or funerals, **only** with the permission of the present pastor. Wherever possible, I will physically move away from the church I formerly served.

12. I will endeavour not to be involved in any ministry that undermines a local Baptist Church. I will also not start a new work in close proximity to another Baptist Church without the express support of that Church or the Network.

13. As a pastor serving beyond age 65, I will monitor my health and capabilities regularly and honestly. I will seek to enhance the life of my church and honour the Lord by letting go of my ministry when it would be in the church’s best interest to employ someone who could serve the church more energetically.

14. I will not charge fees to church members for weddings, funerals; for non-members I will establish policies (in consultation with the church leadership) based on ministry opportunities, time constraints and theological convictions.

15. As a full-time pastor, I will not accept any other remunerative work without the expressed consent of the church.

16. In leaving a congregation, I will seek to strengthen the church through proper timing, verbal affirmation, and an appropriate closure of my ministry, regardless of the circumstances.

17. I will not use the threat of resignation, actual resignation or withdrawal of resignation as a means of manipulating the congregation or of trying to get my own way.

18. If single, I will be discreet and pure in my dating practices, especially in relation to members of my congregation.

19.Despite the rights offered to me under the labour legislation, I will do everything I can to refrain from those rights to settle disputes with other Christians or Christian bodies in a court of law. Rather, I will seek resolution of differences in accordance with the biblical principles set out in Matt 18: 15-18 and 1 Corinthians 6:1-8. (Regional representatives add).

Seeking legal restitution as a last resort.

Responsibilities to Colleagues

1. I will endeavour to relate to all pastors as partners in the work of God, respecting their ministry and co-operating with them.

2. I will seek to serve my pastoral colleagues and their families with counsel, support, and personal assistance.

3. I will seek to be part of a pastors’ fellowship group so that I can support and encourage my colleagues and allow them to support and encourage me.

4. I will refuse to treat other pastors as competition in order to gain a church or a pastoral office, receive an honour or achieve statistical success.

5. I will refrain from gossiping or speaking disparagingly about the person or work of any other pastor, especially about my predecessor or successor.

6. I will enhance the ministry of my successor by refusing to interfere in any way with the church I formerly served; I will refuse to cultivate such relationship with members of my former church as may hinder the ministry of the new pastor. If my previous church undergoes difficulty, I will only intervene if asked to do so by the church or by the Baptist Union or Regional Network.

7. I will return to a former church to render professional services, such as weddings or funerals, only with the permission of the present pastor.

8. I will treat with respect and courtesy any predecessor who returns to the church of which I am pastor.

9. I will be thoughtful of and respectful to all retired pastors and, upon my retirement, will support and love my pastor.

10. I will be honest and kind in my recommendation of other pastors to church positions, or in response to other enquiries.

11. If I serve as a member of a pastoral team, I will be supportive and loyal to the senior pastor or, if unable to do so, will seek another place of service; I will be supportive and loyal to my fellow staff pastors, never criticizing them or undermining their ministry; and I will recognize my role and responsibility on the church staff, not feeling threatened or in competition with any other pastor of the church.

Responsibilities to Community

1. I will remember that my primary responsibility is to pastor my congregation, and I will never neglect my pastoral duties in order to serve in the community.

2. With the consent of my church, I will accept reasonable responsibilities for community service, recognising that the pastor has a public ministry.

3. I will support public morality in the community through appropriate and responsible prophetic witness and social activity.

4. I will obey the laws of the government unless they require my disobedience to the law of God. This includes tax laws, paying accounts and not being fraudulent in dealings with money.

5. I will practice Christian citizenship without engaging in party politics or political activities that are unethical, unbiblical or unwise.

Responsibilities to the Baptist Union

1. I will loyally support and co-operate with the Baptist Union, its networks, associations, ministries and departments, recognising the debt I owe to the Baptist Union for its contribution to my life, my theological training, my ministry, and my church.

2. I will work to improve the Baptist Union in its efforts to expand and extend the Kingdom of God.

3. If aware of serious misconduct by a pastor, I will contact the Baptist Union leadership to consider the nature of the offense.

Concluding General Rule

Recognising that no code of pastoral ethics can cover every eventuality, I pledge, by the grace of God to conduct my pastoral ministry and my life in accordance with the spirit of Paul’s injunction, “And whatever you do, whether in word or in deed, do it all in the name of the Lord Jesus” (Col. 3:17), that the Lord’s name and the reputation of the pastoral ministry may be enhanced through my life.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conditions of Employment of a minister is subject to the Basic Conditions of Employment Act of 1997 and any other legislation relevant to any employee in South Africa.

For Baptist Union Office Use only:

|  |  |  |  |
| --- | --- | --- | --- |
| Criteria | Yes | No | Checked by |
| 4-year BTh or equivalent from a recognised theological institution (480 credits) |  |  |  |
| Completed Baptist Principles and ethos at BTC or CTBS |  |  |  |
| Is in a called position in a BUSA church/fellowship of good standing |  |  |  |
| Is in a called position in a BUSA recognised ministry outside of the Baptist Union |  |  |  |
| Is a final-year student at BTC or CTBS (or recognised equivalent institution) |  |  |  |
| One year (at least) membership in BU church / recognised ministry |  |  |  |

APPENDIX 1: SPOUSE

|  |  |
| --- | --- |
| Surname: | Names: |
| Has your health been generally good? | |
| Have you had any serious physical, mental, or emotional illnesses in the past? If so, please elaborate: | |
| Please give details of any Biblical or Theological courses you have completed: | |
| Please give details of any post-matric secular studies that you have completed: | |
| Please give details of your employment history: | |
| Describe the circumstances of your conversion to Christ: | |

|  |
| --- |
| Provide details of Christian service that you have been involved in during the past 12-months (local church and otherwise): |
| What do believe to be your spiritual giftings: |
| How do you feel about your spouses call to Christian ministry? |
| Do you sense a special call to ministry yourself? |
| Are you feeling any anxiety about entering Christian ministry with your spouse. If so, please elaborate: |
| If there are any other concerns which you have about your spouse’s application, please give details: |
| Signed: Date: |

APPENDIX 2: CHURCH RECOMMENDATION

|  |  |
| --- | --- |
| NAME OF APPLICANT |  |
| Church Name |  |
| Is the applicant in membership with your church? |  |
| When was the applicant received into membership |  |

|  |
| --- |
| Please give details of the applicant’s involvement in the life of your church: |

|  |
| --- |
| Have there been any problems/tensions between the applicant and the leaders/members in your church? If so, please provide details: |

|  |  |  |  |
| --- | --- | --- | --- |
| Has the applicant PREACHED in your church? If yes, was/did it: please choose one or more options below | | | |
| Engage the Biblical text |  | Engage the listeners |  |
| Well organized |  | Well timed (not too long) |  |
| Easy to understand |  | Connect the text and the lives of God’s people |  |
| Proclaim the Gospel |  | Give practical counsel for living in God’s world |  |
| How was the response of the congregation? | | | |

|  |
| --- |
| Has the applicant undergone any disciplinary procedures while a member in your church? If YES, please describe the circumstances: |
| Would the church leadership recommend the applicant to the ministry for acceptance onto the Ministry Lists? |
| If there was a vacancy on your church staff, would the applicant be considered for the position? If NO, please give reasons: |
| Please provide any other information which could assist the Baptist Union Ministry Board in assessing this applicant: |

Thank you for taking the time to assist the Baptist Union’s Ministry Board in assessing this applicant for ministry.

|  |  |
| --- | --- |
| Name (please print): | |
| Signed: | Capacity: |
| Date: | Contact number: |

PLEASE DO NOT RETURN THIS FORM TO THE APPLICANT, BUT EMAIL IT DIRECTLY TO:

[ministryboard@baptistunion.org.za](mailto:ministryboard@baptistunion.org.za) or [colin@baptistunion.org.za](mailto:colin@baptistunion.org.za)

This form must arrive at least two weeks prior to the applicants interview date. Should you have any questions please contact Miss Mpho Masewawatla at Baptist House on (011) 768 5980.

The privileges and responsibilities of being on the BU ministry lists.

# Privileges

## Confirmation and recognition

1. Your call by God into ministry and your qualifications, spiritual maturity and gifting for the task have been recognised and affirmed by the wider family of Baptists. This gives an assurance that your call is not simply your own feeling, but respected leaders have shown their assent that you are qualified and called into spiritual leadership. This is important because the church needs to be guarded from unscrupulous people who want to prey on the vulnerable.
2. Further, by being a recognised Pastor of a well-respected denomination you will have a status in the community you serve that is not afforded to those independent churches who are unknown and have yet to build up this trust. This helps with entrance into hospitals, schools etc.

## Pastoral care

1. Being on the list of BU recognised ministers means that you automatically fall under the care of the Pastors’ Support Team (PST) who are always available to assist and help you when you need it. We realise that spiritual leadership can become a very lonely and demanding call. The PST have encouraged each Regional Network to appoint their own “Pastor to the Pastors” and should you need any pastoral help, they are available. The BU is working towards appointing a full-time person who will oversee the ministry to pastors.

## Being connected

The BU pastors become like a family and there are times and spaces to cultivate friendships and collegial relationships.

1. You will receive the monthly newsletter – “BU Express” – which shares the news of what God is doing around our country through our BU churches.
2. You will receive the e-magazine, “The Baptist Pastor” on a quarterly basis. This is a new initiative and will contain inspiring and educational articles.
3. You will be invited to join a Tim group or fraternal in your area from which you can develop collegial friendships and support. The pastoral ministry should never be seen as a place for” lone rangers.” When you need support, your groups of pastors with whom you have developed a meaningful relationship are the best ones to be there for you. Without this, you will find ministry a very lonely profession.
4. The BU Assembly is always a great place to renew fellowship and connect with one another.

## Continuing education.

1. You are invited to attend the annual Pastors’ Day conferences that precedes the Assembly as well as the annual pastors and spouse’s retreat. These are always a great source of learning, inspiration, and challenge. We do encourage the churches and mission organisations to sponsor their pastor and spouse to attend the conference.
2. You will have the opportunity to participate in the BU continuing education program once the Assembly approves it.

## Retirement funding

1. The Baptist Union Retirement Fund is recognised as being consistently among the top performing pension funds in South Africa.
2. If you work in a BU church, you will be able to join the BU Retirement Fund. Other organisations may also apply to be part of this fund.
3. This fund not only caters for your long-term retirement needs but also has a groups life policy that will pay out three times your annual salary should you pass away.
4. Should you through injury or illness be unable to continue working, the fund will pay out 75% of your monthly salary every month until retirement date at which time your normal pension will be paid.
5. For the above to benefit you, you will need to join the fund – see under Responsibilities b.2.

## Administrative assistance

1. The Ministerial Settlements committee will assist you as far as possible to find a pastoral appointment helping both the church and pastor to find the right fit for each. There is no guarantee however, that you will be able to find a Baptist Union Church that will call you.
2. The BU have standard employment contracts with guidelines for remuneration, leave time, sabbaticals, and work hours to assist the pastor and the church come to an equitable arrangement.
3. The BU will assist you to become a marriage a Marriage Officer through the Department of Home Affairs.

# Responsibilities

## Ethical living and leadership with integrity.

1. As one of the Baptist Union Pastors, you have the responsibility to live up to the high standard set by scripture for spiritual leaders and to uphold the good name of the Union by your conduct.
2. The standard for conduct is the Baptist Pastors Code of Ethics that you have signed. Should you find that you are failing to live up to this and would like help, you have the responsibility to contact the National Ministry Leader or the Pastoral Support Team who will be discreet and confidential in the manner they help you. Some conduct has been listed as “Gross misconduct” and this is detailed in the Handbook of the Baptist Union. This does have consequences. While the emphasis will always be on the rehabilitation of the pastor, removal from the ministry lists for a period of time maybe a consequence.
3. You must maintain your own spiritual life as befits a spiritual leader.
4. The leadership style promoted by the Baptist Union is servant leadership. This is based on the example of Jesus.

## Generating an income

1. Each pastor is responsible for their own income. The Baptist Union has no contracts with the pastors whose names are on an accredited list apart from denominational staff as appointed by an Assembly. The BU can assist a pastor to find a church through the Ministerial settlements committee, however there is no guarantee of a call to a position nor of income.
2. As some ministries and churches cannot afford to pay a salary, it falls to each individual pastor to source their own income either through gifts and donations or via other employment as agreed upon with the church or ministry.
3. Each pastor is responsible for providing financially for their retirement. Each pastor/missionary has the responsibility to ensure that the church or ministry that employs him or her is a member of the BU Retirement Fund and that they maintain monthly contributions until retirement. The Baptist Union does not take the responsibility to ensure this happens.

## Continuing Personal Development

1. Each pastor is encouraged to continue to develop their spiritual growth and their ministry skills. This can be done through maintaining a vibrant personal devotion regimen, reading books, attending conferences, further formal education, attending prayer retreats or receiving counselling etc.
2. All pastors are encouraged to participate in any continuous development program organized by the BU.

## Responsibility to the Denomination

1. Every accredited pastor or missionary is expected to participate as far as is possible in denominational activities such as a fraternal meeting, regional network council meetings, pastors’ conferences, and the annual BU Assembly.
2. Every accredited pastor/missionary is required to inform the BU office of any change in ministry, physical address, phone number or email address.

OOOooo+++oooOOO