



M I C H I G A N M I N I S T R Y N E T W O R K

**PASTOR CANDIDATE  
RESOURCES PLAYBOOK**



# The Search Begins

*"Walking through the process of finding your next ministry assignment requires intentional focus to arrive in a God-designed location."*

*Aaron Hlavin, Network Superintendent*

If you read this, you are searching for a new ministry assignment. This process is often challenging since you are unsure what to do, how to do it, and what to look out for. It is not uncommon to be overwhelmed by the process.

Let me encourage you; God has a plan for you! You are not alone in this process! God has a plan for the church you will eventually serve! You can do this!

Trusting God and His plan for your life is the key to this process. He has one for you; your job is to discover it.

How you approach this process will be of great importance to the success of it. People who believe this will result in a positive outcome will remain encouraged throughout the process. Those who allow skepticism and cynicism to be prevalent will find it laborious and exhausting. The weight of finding a new position is tiring in and of itself. Please do not add extra weight to what is already there.

**There are FIVE keys to finding a new Pastor position:**

- 1) Prayer
- 2) The Resume
- 3) The Interview
- 4) The Candidate Weekend
- 5) Starting Off Well

This playbook will guide you, answer questions, and help you move forward in a good direction.

# PART 1: PRAYER

*"Letting God direct the path of this process is the most essential part of any search."  
Aaron Hlavin, Network Superintendent*

**Seek God's Guidance!** Take a significant amount of time to pray and fast as you search for a new assignment. You need to be more in tune with where God wants you to be than what you feel is an excellent opportunity. Good opportunities can be where God wants you to land. However, not every God-assignment looks like we think it will. It is better to be in His will than comfortable in a logical location.

## GOD WANTS TO TALK TO YOU!

God's will for our lives always has a higher reason and purpose. As we look through the scriptures, it becomes clear that we must learn to walk with God regularly to know His will. Our faith journey is about relationship and connection rather than just religious processes.

God wants to speak to you...and He will. During a new assignment search, we must spend time in worship, the Bible, and prayer to discern His leading. While we should look at all the factors in a search, we must ensure that prayer is paramount.

We must also be careful not to search for God's will by asking Him to validate our wants. We must not approach prayer with a pre-determined goal. Genuine prayerful searching allows God to say yes or no regardless of our desires. God will show you His plan if He knows you are willing to listen.

Now, let's look at how to prepare to hear God's voice.

James 1:5

"If any of you lacks wisdom, you should ask God, who gives generously to all without finding fault, and it will be given to you." (NIV)

John 10:27-28

"My sheep listen to my voice; I know them, and they follow me.

These verses remind us that God wants to speak to us and that we must want to hear what He is saying. Here are a few things that help us to hear what he is saying.

### 1. To hear God speak, you must be open to what He says.

This means you've got to be receptive. You've got to be willing and eager to hear what He is saying to you. You cannot afford to be closed to what He may want to say.

## **2. Allocate time to listen.**

Cultivate an open mind and allocate time to listen. That means you have to slow down to make time to be quiet. Put it in your schedule so you have time to hear God speak.

One of the most significant barriers to hearing God speak is *hurry*. When we live hurried lives, it is very challenging to hear Him over the activity of our routines.

## **3. Eliminate distractions.**

You can't hear God when your mind is crowded with other thoughts, worries, concerns, and stressors of daily living.

When your mind is filled with your plans and to-do list, hearing God can be challenging.

## **4. Read the word.**

God speaks through His word. We must value the words of God to be able to be guided by them. Taking time in His word centers us around His thoughts for our lives.

## **5. Review what he has told you previously**

Take time to remember what God has already spoken to you. This will protect you from outside information becoming greater than God's direction.

## **6. Keep praying.**

Keep pursuing His direction with regularity. Prayer is not a one-time event...it is a regular habit of utmost priority.

## Part 2: THE COVER LETTER/RESUME

"No one creates a perfect resume on their first try. Writing a perfect resume is a messy process, but the easiest way to start is by simply getting in the right mindset and putting pen to paper."

Matthew T. Cross,  
Author of *The Resume Design Book*

### CRAFTING A RESUME

Your resume is a window into who you are. It tells your work story and gives a glimpse into how you lay out your thoughts and details of your professional experience and life experience. It highlights your relevant skills and expertise in specified areas.

Your resume serves as the first introduction to a church and will often determine if you ever get a call. How your resume looks reveals something about who you are as a person. Much thought and preparation should be given to creating and submitting your resume. Here are some steps to consider:

### COMMON MISTAKES IN RESUMES

There are many reasons people do not get hired into a new position...**don't let your resume be one of them.** There are common mistakes that often occur in individual resumes. Here are a few of them you will want to avoid:

1. Not crisp and clean or poor layout
2. Misspelled words
3. Poor grammar
4. Confusing dates
5. Out-of-date information
6. Irrelevant information
7. Inaccurate statement or stats
8. Too lengthy – Should be no more than 2 pages.

## 3 ELEMENTS OF A SUCCESSFUL RESUME

There are three main parts to a successful resume: The Cover Letter, The Resume, and The Reference Sheet.

### ELEMENT #1 – THE COVER LETTER

A cover letter is a one-page document that is submitted with the resume. The purpose is to provide information about oneself that may not be captured within a resume. When correctly written, a cover letter is a valuable tool for introducing yourself to an employer and illustrating who you are.

Creating a cover letter can significantly impact your search for a new position. It can separate you from other applicants.

A great cover letter is not a summary of your resume but expands and explains the information included in your resume. It shows how your experience, expertise, and competency would make you a great candidate for consideration.

It is advised that one should write a cover letter, even if it has not been asked of you. This may set you apart from others who do not. It will help clarify who you are, not just what you have done in ministry.

#### **Q: *How do I write a cover letter?***

An effective cover letter needs to be concise, accurate, insightful, and capture the heart of who you are. While we have included a sample cover letter in the appendix, several elements must be considered.

#### **The cover letter should include your:**

- Your name
- Address
- Phone number
- Email address
- Social media links (LinkedIn, Facebook, etc.)
- Any other relevant links (blog, website, etc.)

#### **Header**

- The header should be in a larger font than the rest of the letter. Typically, the header is between 16–20 font, with the body of the text at 12 font.
- It would be wise to use color in the header to make an impact. Use colors (darker look better than lighter) that look good in print and on a screen.
- The font should be an easy-to-read font.
- Your header should also contain the date, name, and address of the person you are writing to.

## Greeting

- Your greeting should be appropriately addressed to the individual name of the person in charge of the process.
  - *EXAMPLE:* If you are applying for a Lead Pastorate position, it should be addressed to "Mr. Bob Smith and the Search Committee of First AG."
  - *EXAMPLE:* If you are applying for a staff position, it should be addressed to the Lead Pastor – "Dear Pastor Julie Smith."
- If you don't have a name, do your best to determine to whom it should be addressed.
- You should *not* address the greeting in any of the following ways:
  - "To whom it may concern."
  - "To the (name of the church)"
  - "Dear (first name of the person hiring by itself *EXAMPLE:* Bob)" You are not in an informal relationship yet. You want to come across as respectful and honoring.

## Content of Letter

There are several parts to consider when writing the cover letter's content.

1. The introductory paragraph should include an introduction of who you are, and that shows a genuine interest and excitement for the role you are applying for. You want those reading it to know why you are applying.
2. The subsequent paragraphs (no more than 2-3) should describe your qualifications and communicate your personality traits...who you are. You want to answer some of the questions not communicated in your resume. You should also state your philosophy of ministry. Be brief, be simple, and be precise. You want to show them your uniqueness and give them a brief glimpse into who you are. You want them to want to know you more!
3. Closing the letter should include:
  - a. This is a reminder of your excitement for the consideration for this role and an invitation for them to reach out.
  - b. A final signature that shows respect and honor. This would include using words like: "Sincerely," "Thank You," "Respectfully," and then your name and signature.



## ELEMENT #2 – THE RESUME

A resume is an essential part of any job search. It is important to know how to write an effective resume to communicate best who you are to people who do not know you yet. It is your introduction to why you should be considered above all other submissions. Do not take this lightly.

Here are some things to consider when writing your resume. A sample resume is listed in the Appendix.

1. **Pick your look.** Create a clean and modern look for your resume. Use color and make it sharp. Remember, the searching Pastor or search committee is receiving many resumes. You want to stand out.
2. **Create your informational header.** This is different than what is on your cover letter. Your name on the header should be in a larger font than the rest of the letter. It can be on the side or top, but it must be clear. It should include personal information like:
  - Name
  - Address
  - Phone number
  - Picture of yourself/spouse/family
  - Email
  - Blog/Social Media Sites Handles
3. **Personal Summary.**
  - Date of Birth
  - Credential status and date obtained. (**EXAMPLE:** Certified May 2006)
  - Marital Status. Spouse Name (if applicable) and marriage date (**EXAMPLE:** Married on August 22, 2004). Include information about the spouse's degrees, work life, and stay-at-home status.
  - Children. Names of Children
  - Interests (Example: Fishing, Basketball, Watching Movies)
4. **Ministry Objective.** This should be a brief statement to introduce yourself and share your expertise and passion for the position.
5. **Pastoral/Ministerial Experience.** List positions in descending order from current position (most recent) to prior experience. Include any relevant positions and briefly state what you did in that role (see example in appendix).
6. **Other Ministry Experiences.** List any other ministry areas of serving that were non-pastoral positions that show leadership or teamwork. **Examples include** camp leadership, mission's trips, various boards, or speaking opportunities in ministry,
7. **Non-ministerial work experience.** Share any recent non-ministerial work experience.

8. **Education.** List educational accomplishments, including degree(s), ministerial credential education, and when these were accomplished. List the educational Institution name, degree obtained (Associate, Bachelor, Master, Doctorate) (major and minor), and date of degree obtained in descending order from most recent. **Example:**
  - **General Council of the Assemblies of God, Springfield, MO**  
Certification of Ministry  
February 2023
9. **Special Recognitions/Honors/Technical Proficiencies.** This is where you would share any information pertinent to the position that has not been previously stated anywhere in the resume.
10. **Links to sermons or worship-leading (if applicable).** Make sure you put your best foot forward. Make sure the presentation is a good representation of who you are. This is essential for those reviewing your resume. Also, make sure the links work. Nothing speaks to a lack of professionalism than links that do not work.

**Q:** How do I know I am presenting a quality sermon?

Here are some common points of evaluation that bring a healthy approach to presenting a dynamic sermon sample to a search committee.

1. **Introduction:** Did it capture the listener's attention and interest?
2. **Scripture References:** Did I use scripture to make, clarify, and illuminate points? Was the scripture used accurately in context?
3. **Cohesive Flow:** Were the points of the sermon logically presented?
4. **Clarity:** Did the sermon make sense? Was it communicated, leading to a sense of understanding?
5. **Relevance:** Was the sermon developed in a manner that helped the hearer see the relevance of life today?
6. **Humor:** If used, was it appropriate to the message and/or created a sense of joy?
7. **Authentic/Transparent:** Did I share my heart and/or experiences in a way that connected with the listeners?
8. **Tone:** Was the delivery too aggressive, underwhelming, or odd? Was it delivered in a way appropriate for the context and content of the scriptures?
9. **Interesting:** Did I enjoy preaching it?
10. **Illustrations:** if used, did the illustrations enhance the message effectively?

**Q:** How are resumes delivered to churches in the Michigan Ministry Network?

#### WAYS RESUMES ARE RECEIVED BY CHURCHES FOR NON-LEAD PASTORAL POSITIONS

All resumes of non-lead pastorate positions should be sent directly to the local church. However, the Michigan Ministry Network does have open job postings from churches through our website. You can review them here: <https://www.mmn.ag/open-ministry-positions>.

You can also contact our Team Leaders to see what positions may be open around The Michigan Ministry Network.

#### WAYS RESUMES ARE RECEIVED BY CHURCHES FOR THE LEAD PASTORAL POSITION

To protect churches from considering individuals who are currently not qualified, we ask search committees and boards to check with the Michigan Ministry Network on any resumes they receive directly. We do this to ensure that all resumes have been vetted, making sure the applicant is not under charges for conduct unbecoming a minister and has a good recommendation from another District/Network (if outside of Michigan).

Additionally, the Network Superintendent's office will send resumes as they become available to the chair or the Board/Search Committee.

**NOTE: *We do not hold back any resumes of good-standing ministers that have been submitted.***

All resumes are sent to the local search committees for consideration.

## ELEMENT #3 – THE REFERENCE SHEET

Opinions vary on whether or not to provide a reference sheet with your cover letter and resume. Some suggest putting the verbiage “references available on request,” while others suggest including it with your initial submission. Here are two thoughts for you to decide:

1. **“References available on request.”** One benefit of going this route is that it increases the likelihood of finding out if they are interested in you. If they are seriously considering you, they will reach out to get your reference list. However, this would occur either way, as your references will let you know they reached out anyway.

One potential drawback of not including references is that you eliminate individuals that may lend credibility to those reviewing your information.

2. **Including your reference list with your cover letter and resume.** One benefit of including your references with your submission (other than what is stated above) is that it shows confidence that you are prepared and open about yourself.

One potential drawback of including your references with your resume is that it increases the chances of your references being contacted before knowing they are being contacted.

However, if you decide to proceed, the format of your reference sheet is essential. There is a sample in the Appendix. Here are a few thoughts to consider:

1. Your references should be asked if they will be a reference before you list them. Make sure they will honestly represent you well.
2. Your references should be notified that you have sent a reference list to a church so they are prepared to respond. Encourage your references to return their calls promptly.
3. Make sure your references let you know after they have been called. This will let you know what questions are being asked and what the searching pastor/church may still need to know about you. This also enables you to understand what your references told them.
4. Your reference list should include their name, profession, title, phone number, and email. Your list should list between 3 and 5 individuals. **EXAMPLES:**

Bob Smith  
Second Assembly of God  
Lead Pastor  
555-555-5555  
leadpastor@secondag.com

Jane Smith  
Ford Motor Company  
Cousin  
555-555-5555  
janesmith@316.com

## PART 3: THE INTERVIEW

*"If you don't ask the right questions, you won't get the right answers."  
Reid A. Ashbaucher*

The individual seeking a position must be prepared to be interviewed and to interview the lead pastor or search committee they have applied with. When an individual is unprepared, it is possible to miss the value of an incredible church. It is highly suggested that you select a few areas of questions for the search committee. Here are some sample questions that can be useful in planning your interview.

### THE CHURCH CULTURE & HISTORY

1. What is the current Vision of the church?
2. What are the current Core Values (if you have them)?
3. What is the style of the church: traditional/contemporary/progressive?
4. What is the church's current schedule [Sundays/Wednesdays]? Recent developments? Future possibilities?
5. What is the current climate of the church? Unity?
6. What is your church best at? What are you most known for?
7. What is an area of the church that needs attention/change?
8. What is your vision for Next-Gen ministry?
9. What is the current make-up of the church (ages, size, diversity, kids, youth, etc.)

### THE ROLE

1. What are the current responsibilities of the role I would be filling?
2. What would you like to change about the role I would be filling?
3. What are you looking for in a Lead Pastor? Spouse? Family?
4. Describe your previous pastor's leadership style.

### SPIRITUAL CLIMATE

1. What emphasis do you place on prayer in church?
2. In the last three years, what results have you seen in the church (conversions, baptisms in the Holy Spirit, spiritual growth, healing, etc.)?
3. How Pentecostal is the church on a scale of one to ten?
4. What is the value of worship in the church?

### EXPECTATIONS

1. What are your expectations for my spouse (if applicable)?
2. What are your hopes for the current pastoral staff (if applicable)?
3. How many full-time, part-time, or volunteer staff do you have? Do they want to stay, or have they expressed any desire to leave?

### CHURCH MINISTRIES

1. What active ministries do you currently have?
2. How many youth students does the church have on a typical Sunday?
3. How many children does the church have on a typical Sunday?

## OUTREACH AND EVANGELISM

1. What forms of evangelism outreach does the church do?
2. What is your emphasis on missions?
3. How many missionaries do you support monthly?
4. What is your annual financial giving to missions?

## COMPENSATION (NOTE: this should not be asked until well into the process)

1. Is this job Full-Time or Part-Time?
2. What is the salary/housing for this position?
3. Does this include health insurance? If so, what does that look like?
4. Are there any other benefits associated with this role?

**NOTE:** The questions below are ONLY for those seeking out the Lead Pastorate of a church. It would not be wise for a staff pastor position to ask the following questions.

## ADMINISTRATION & FINANCES

1. What is your annual general fund budget?
2. What are your annual expenses?
3. How much money do you have in savings, checking, and investments?
3. What administrative support does the church have?
4. Does your church currently have any debt?
5. Can I see the last 2 years' financial report and this year's current budget? (this is only to be asked when you are in the final parts of the interview)?

## CHURCH BOARD & CHURCH MINISTRIES

1. What is the role of the Deacon Board at the church?
2. How are Board members elected/appointed?
3. Who oversees the ministries of the church?
4. How are current Board Meetings conducted?
5. What ministries do you think need to conclude (if any)?

## CHURCH STAFF

1. What do you feel about any current paid staff staying on or leaving?
2. What are the greatest strengths of the current leadership team?

## EXERCISE TO CONSIDER DOING WITH THE SEARCH COMMITTEE

Ask each search committee member to write their answers to the following questions on a post-it note. Everyone writes down their answers to all three. Then, go back around one question at a time. Each person answers and gives a quick why. Then have them write it down so that you get accurate answers, stay away from groupthink, and gain a clearer view of where the church is truly at.

**Q1:** What do you look forward to most when attending church? (verbal)

**Q2:** Write down 2 words that best describe the church and 1 area of improvement.

**Q3:** Write down your view of the two highest priorities of the Pastor.

## PART 4: THE CANDIDATE WEEKEND

*"Don't sell yourself, but present yourself to the church."  
Aaron Hlavin, Network Superintendent*

Every church processes its candidates a little differently. We will not cover all sets of possibilities in this section; however, some thoughts may be of assistance in knowing how to approach this.

### QUESTIONS TO ASK BEFORE THE CANDIDATE WEEKEND

1. What is the schedule for the weekend? Who will we be meeting with?
2. What is the dress code for the weekend?
3. What hotel will we be staying at (if applicable)?
4. Who will be our contact person while in town?
5. Do you want our children (if applicable) to come with us?
6. What are your expectations of us while visiting?

### THINGS TO KEEP IN MIND WHILE VISITING ON A CANDIDATE WEEKEND

1. **Be yourself.** Just be you. You are looking for a fit with the church you are applying at and they are looking for a fit with you. The best way to do this is to be yourself.
2. **Be friendly.** Even though this has a certain measure of seriousness, be friendly. Don't forget that ministry is about people. Churches hire people who they like.
3. **Be honoring to their process.** Even if their process is not how you would do it or it is overly busy, honor it. Showing honor may be one of the most important things you can do.
4. **Be flexible.** Something most likely won't go as planned. Demonstrating flexibility is always a positive thing.
5. **Be grateful.** Express gratitude for all the church does to make your stay comfortable and enjoyable.
6. **Be open.** Share your heart when given the opportunity. They want to know you, and you want to get to know them.
7. **Be observant.** Pay attention to what you are experiencing. Notice the interactions between people in the church, the building, the quality of the ministry taking place, and the age and friendliness of the church. This will help you gain insight into the culture of the church.
8. **Be prayerful.** Ask God to give your insight and direction about His will for this opportunity.

## PART 5: STARTING OFF WELL

"If we all did the things we are capable of, we would literally astound ourselves."  
Thomas Edison

Here are some thoughts on how to start with excellence and intentionality.

**Honor past leaders.** When a new leader doesn't honor a beloved leader who just left, they immediately reduce their effectiveness and often lose committed people because they feel connected to their former leader. Honor given to past leaders will go a long way toward establishing new leadership.

**Listen intentionally.** The more you listen, the more insight you gain. Listening helps people feel seen, heard and affirmed. Listening leaders lead with wisdom.

**Learn their history.** History gives you context for how the church got to where it is. Understanding this can help you and the church get on the same page and move with wisdom forward. Remember, many in the church lived the history of the church. It's personal to them, both the good and the bad!

**Learn the culture.** Culture is different than history. Culture is the "why" they do what they do. It's the hidden reason things are done, and they feel strongly about it. Learning about culture will help you in making changes.

**Reach their heart.** Too often, leaders try to win the hands (commitment) of the people they lead before winning their hearts. Hands always follow heart, not the other way around. You don't win people's hearts from the pulpit; you do so by sitting across tables, attending sporting events, and participating in other small group settings. Relationships cannot be microwaved; they have to be developed over time.

**Understand change.** People love change until you change what they love. Understand that change always has a cost. People tend to resist change primarily when it affects them personally. When starting off, weighing the cost versus the reward would be wise. Make a list of changes, then identify why you want to change them.

**Change the right things first.** Small wins begin to add up. Look for easy and commonly agreed-on changes that can create momentum. They did hire you to move the ball forward, so don't be afraid to make the right changes for the right reasons.

**Lead.** They hired you to lead. Have the confidence that God called you for such a time as this. God has gifted you to lead the church in a healthy Biblical direction, so lead.

**Connect outside of your church.** Make friends outside your church who you can learn from and be real with. Don't do this ministry thing alone.



# APPENDIX

# Mark Jones

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Nowheresville, MI | 555-555-5555 | mjones123@gmail.com | (Instagram/LinkedIn)

Mr. Smith and the Search Committee  
First Church AG  
1234 Main Street  
Somewheresville, MI 11111

Dear Mr. Smith:

Greetings!

I am writing concerning the open Lead Pastorate (or whatever position) at First Church AG that is currently open. I became aware of this opening through \_\_\_\_\_ and am interested in being considered. My Resume and References are included for your consideration.

(PLACE A DESCRIPTION OF WHO YOU ARE)

**EXAMPLE:** I have over 13 years of pastoral experience serving in the local church. I am a self-motivated, creative thinker who desires healthy relationships and shared worship experiences. I am a joyful, personable, caring, organized, committed, and trustworthy. My family and I are very committed to serving the local church and reaching the communities around it.

It would be a privilege and honor to be considered for this position, and I would be available for an interview should you wish to pursue this beyond this submission. My contact information is included on my resume. If you should need anything else, please let me know.

I appreciate your consideration, and I look forward to hearing from you.

Sincerely,

(YOUR NAME)

# Mark Jones

(Street address)

(city, State, zip)

(Cell Phone)

(Email)

Picture of Mark Jones/family

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## PERSONAL INFORMATION

- *BIRTH DATE: January 1, 1983, \_\_\_\_\_, Michigan*
- *ORDAINED: May 2008*
- *MARITAL STATUS: Married (name of spouse) on (anniversary month/day/yr). He/She is a 1998 (name of college) (City of college, MI) graduate with a BA in (name of major/minor). (name of spouse) has worked in a corporate setting in various capacities over the past (# of years), but currently works at \_\_\_\_\_.*
- *CHILDREN: (Name of child #1) (born Month/day/yr); (Name of child #2) (born Month/day/yr); (Name of child #3) (born Month/day/yr).*

## MINISTRY OBJECTIVE

*To lead believers to a greater knowledge of and a deeper relationship with the Lord through the teaching of the Word and discipleship; to better equip them to accomplish His work and to lead those who do not know Him to salvation by providing real-life examples of freedom in Christ both at home and around the world.*

## PASTORAL EXPERIENCE

- **Second Assembly of God, Lead Pastor (March 2016–Present)**
  - *Oversight over all church budget*
  - *Responsible to lead and guide church vision, staff, and operations*
- **First Assembly of God, Executive Pastor (August 2010–2016)**
  - *Oversight of Adult Ministries*
  - *Supervision and development of Missions Ministry*
  - *Special Event and outreach coordination*
  - *Office management/background checks*
  - *Pulpit Preaching & Christian Education Class Instructor*
  - *Various church administrative responsibilities.*
  - *Led Missions Trips: Spain 2011, Kenya 2014*
- **First Assembly of God, Youth Pastor (October 2004–August 2010)**
  - *Youth administrative operations and event coordination*
  - *Preaching*
  - *Counseling*

## OTHER MINISTRY EXPERIENCE

- **Pulpit Speaker**
  - 2004-present: Spoke in over \_\_\_\_ different churches across the country
- **Sectional Presbyter Assemblies of God Michigan Ministry Network**
  - 2017-2023: Term-limited after serving 3 consecutive 2-year terms
- **Building Program**
  - 2016-2017: Oversaw construction/addition of church building.
- **Camp Youth Recreation Director**
  - 2009: FA HO LO Senior High Camp Michigan Ministry Network
- **Youth Speed the Light Director for 2004-2010**
  - 2004-2009: First Assembly of God church (raised \$33,000 for World Missions during that time)

## NON-MINISTRY WORK EXPERIENCE

- August 2004-October 2004: (workplace name); Sales

## EDUCATION

- (University name)  
*Bachelors Bible and Theology*  
August 2018
- General Council of the Assemblies of God, Springfield, MO  
*Licensed*  
May 2008
- General Council of the Assemblies of God, Springfield, MO  
*Certified*  
May 2006

## SPECIAL RECOGNITIONS *(If you do not have any, just skip this)*

- *(list any awards, honors, or recognitions pertinent)*

## SERMON LINK

- *(List sermon link #1)*
- *(List sermon link #2)*

## REFERENCES *(Chose one of these two examples)*

- *References available upon request OR*
- *References are attached on a separate sheet of paper.*

## Mark Jones

(Street address)

(city, State, zip)

(Cell Phone)

(Email)

### REFERENCES

Bob Smith  
Second Assembly of God  
Lead Pastor  
555-555-5555  
leadpastor@secondag.com

[Name]  
[Workplace]  
[Position]  
{Phone Number]  
[email]

[Name]  
[Workplace]  
[Position]  
{Phone Number]  
[email]

[Name]  
[Workplace]  
[Position]  
{Phone Number]  
[email]

[Name]  
[Workplace]  
[Position]  
{Phone Number]  
[email]