



# General Baptist State Convention of North Carolina, Inc.

## Ministry Vacancy Advertisement Request Form

The General Baptist State Convention of North Carolina, Inc. (GBSC) supports churches seeking to fill ministry vacancies by providing space for advertisements. By advertising through GBSC, you broadcast across North Carolina and throughout the United States. With this in mind, we cannot control the volume or variety in applicants. You do not have to be a member of the General Baptist State Convention of North Carolina, Inc. to advertise with us. However, a different fee is set for non-affiliated and non-cooperating congregations. GBSC reserves the right to refuse to advertise at our discretion.

Your advertisement is not an endorsement by the GBSC and should not, by any means, be construed as such. GBSC cannot, and will not, validate the credentials or abilities of any applicant or church. GBSC only serves as the advertisement source and does not correspond to churches or applicants about the search process. Please direct all inquiries of that nature to the church or applicant.

### How to Submit Advertisement

1. Responsible party on behalf of the church should download the Advertisement Request Form.
2. Review checklist to ensure basic information is included in advertisement.
3. Email Rev. Quan Stewart ([q.stewart@gbsconline.org](mailto:q.stewart@gbsconline.org)) the final, publish ready document along with the Request Form. No edits will be allowed beyond changes to the deadline after you have submitted to Rev. Stewart.
4. Call the Baptist Headquarters to make payment via debit/credit card. If payment is by check, make payable to GBSC with a memo line of Ministry Vacancy Advertisement. Do not mail the advertisement. Advertisement will post within five business days after we receive full payment and the electronic copy of the ad.

### Advertisement Fees

The Advertisement Fee is required for publication on the website for up to 6 months. Discounts are not provided for advertisements requesting less publication time. Fees are subject to change at the discretion of the General Baptist State Convention of North Carolina, Inc. without prior notification. Fees are non-negotiable.

GBSC Cooperating Congregations	\$150.00
Non-Affiliated and Non-Cooperating Congregations	\$200.00

For questions or concerns, please email Rev. Quan Stewart ([q.stewart@gbsconline.org](mailto:q.stewart@gbsconline.org)).



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## Ministry Vacancy Advertisement Request Form

Church Name:	Church Address:
Church Phone Number:	Church Email Address:
Point of Contact (POC) Name:	POC Phone Number:
POC Email Address:	

**Type of Advertisement:**

- Pastoral
- Music/Worship Arts
- Other Church Vacancy

Date to remove post (up to 6 months): \_\_\_\_\_

**Ministry Vacancy Checklist**

Review you advertisement to ensure these key sections are included:

- Job Description
- Minimum Job Responsibilities
- Minimum Applicant Requirements
- Application Packet Required Inclusions
- Application Deadline
- Application Submission Process
- Important Disclaimers related to background, credit, and/or drug tests for finalists

Baptist Headquarters Internal Use Only			
Ad Received	Payment Received	Payment Method ___Check ___Debit/Credit Card	Remove Ad Date: