



# Pastor Michael Eaton

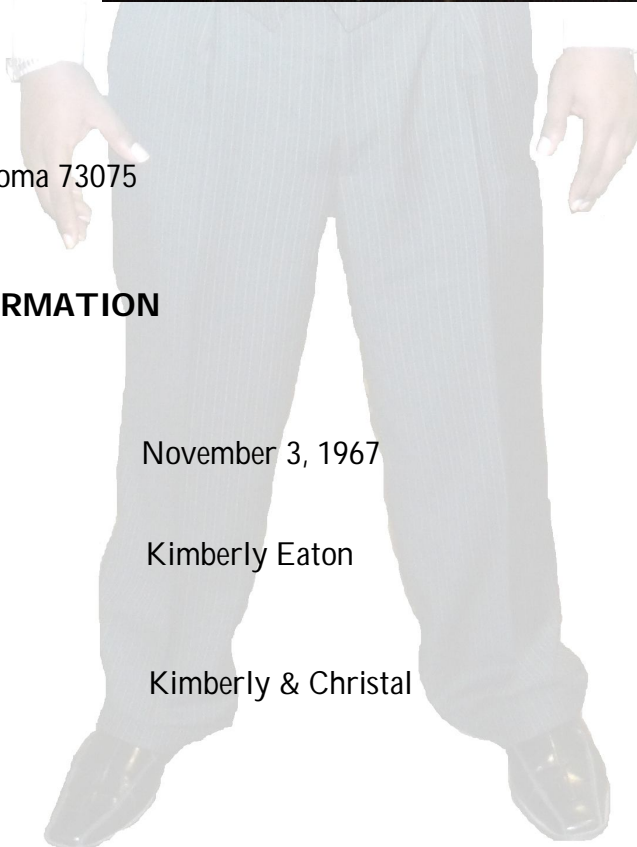


## ADDRESS

207 Highland Ave  
Pauls Valley, Oklahoma 73075  
405.268.9151

## PERSONAL INFORMATION

Birth Date:	November 3, 1967
Wife:	Kimberly Eaton
Daughters:	Kimberly & Christal



## EDUCATION

Present: Andersonville Theological Seminary, Camilla, Georgia, Doctor of Ministry (Pastoral Leadership)

Southwestern Baptist Theological Seminary Fort Worth, Texas, Major, Theology

Criswell College, Dallas, Texas, Theology

## MINISTRY RELATED POSITION HELD:



**Dr. Julius R. Scruggs**  
**President of National Baptist Convention USA**  
**INC and Pastor Michael Eaton**

**“Solidarity with the Savior”**

2007 to Present      Bethlehem Baptist Church-Pauls Valley  
**Senior Pastor**

Provide spiritual and pastoral leadership to the membership of Bethlehem Baptist Church. I serve as the chief administrator of the congregation, so that it might fulfill its mission and purpose in the Body of Christ. I preach, teach and administer the Sacraments. I also give primary leadership in the ministries of worship, administration, stewardship and outreach.

**Supervision:** I serve under the supervision of Christ and in accountable relationships with the Deacon Board.

**Responsibilities:** The following constitute the major responsibilities of my job as Senior Pastor:

### I. Worship

1. To regularly preach and teach the Word of God and administer the Sacraments in the congregation.
2. To plan and lead worship in conjunction with the other pastors of the church, the minister of music and the Worship and Music Ministries.

3. To officiate at special services such as weddings, funerals and nursing home services, etc.
4. To work with the Minister of Music to develop and maintain a music program for all ages and to integrate music into worship and other areas of the congregation.

## **II. Administration**

1. To oversee the administration and management of all areas of the congregation's ministry in consultation with the Deacon Board and appropriate boards, committees and staff.
2. To support and assist the Associate Pastor(s) and staff who have primary responsibility in the ministries of education, youth, social action, pastoral care, fellowship, health and older adults.
3. To support, supervise, manage and evaluate, in conjunction with the Human Resource Committee and Deacon Board and the staff of the congregation. Participate in the screening and hiring of non-ordained staff and calling of ordained staff. To build a sense of teamwork among church staff and hold regular staff meetings to coordinate the ministries of the church and facilitate communication.
4. To work with the Board of Property to see that the facilities of the church are functional and in good repair.
5. To serve as the staff representative to the following:

### **National Baptist Convention USA Inc.**

Writer for the Christian Education Informer

### **NBC USA Inc. Certify workshop speaker for the following:**

Characteristics of Expository Preaching,  
Effective Bible Reading Organizing the Church  
for Christian Education  
Preparing Young Adult for Marriage  
Being Christian, Single, and Happy  
Church Ministry to Singles

### **Oklahoma State Baptist Convention**

Board Member of the Oklahoma Missionary  
Baptist Convention Camp Burge Youth &  
Adolescent Development Foundation Inc.

Instructor in the Oklahoma Baptist State  
Congress of Christian Education

**Chickasaw Baptist District Association**

Certified Instructor for the Chickasaw District  
Congress of Christian Education

Instructor for the Chickasaw District Association  
Brotherhood Annual Workshop

Chickasaw District Association Web Master

Pauls Valley Ministers Alliance

Board Member of United Fund

**III. Stewardship**

1. To work with the Stewardship Committee to promote, educate, and advocate responsible biblical stewardship in the congregation.
2. To assist the Deacon Board and Stewardship Committee with financial matters of the congregation.
3. To oversee and promote congregational benevolence and mission through ongoing support and by meeting community needs as they arise.

**IV. Outreach**

1. To work with the Outreach Committee to implement ministries that reaches out to the unchurched, inactive and new residents of our community with the good news of the Gospel of Jesus Christ.
2. To direct the assimilation of new members into the life of the congregation in conjunction with the boards, committees and organizations of the congregation.
3. To encourage all organizations and ministries of the church to carry out their work with an emphasis on welcoming others to participate in the mission work of Christ.

## V. General Pastoral Responsibilities

1. To provide pastoral care by assisting the Associate Pastor(s) and in conjunction with other staff, boards committees, and member care-givers through visitation, counseling and prayer
2. To make appropriate referrals when necessary and quickly respond to crisis situations which arise in the congregation.
3. To assist the Associate Pastor in teaching children, youth and adults in the Christian education program of the congregation.



### **Greater Abilene Ministerial Alliance**

- ❑ Assistant Secretary
- ❑ Scholarship Committee
- ❑ Nominating Committee

### **Abilene Baptist Association**

- Accreditation Committee

2004 to      Holiday Hills Baptist Church  
2007      **Senior Pastor**

Provide spiritual and pastoral leadership to the membership of Holiday Hills Baptist Church. I serve as the chief administrator of the congregation, so that it might fulfill its mission and purpose as the body of Christ. I preach, teach, and administer the Sacraments. I also give primary leadership in the ministries of worship, administration, stewardship and outreach.

**Supervision:** I serve under the supervision of Christ in accountable relationships with the Deacon Board.

**Responsibilities:** The following constitute the major responsibilities of my job as Senior Pastor:

## **I. Worship**

1. To regularly preach and teach the Word of God and administer the Sacraments in the congregation.
2. To plan and lead worship in conjunction with the other pastors of the church, the minister of music, and the Worship and Music Ministries.
3. To officiate at special services such as weddings, funerals and nursing home services, etc.
4. To work with the Minister of Music to develop and maintain a music program for all ages and to integrate music into worship and other areas of the congregation.

## **II. Administration**

1. To oversee the administration and management of all areas of the congregation's ministry in consultation with the Deacon Board and appropriate boards, committees and staff.
2. To support and assist the Associate Pastor(s) and staff who have primary responsibility in the ministries of education, youth, social action, pastoral care, fellowship, health and older adults.
3. To support, supervise, manage and evaluate, in conjunction with the Human Resource Committee and Deacon Board, the staff of the congregation. Participate in the screening and hiring of non-ordained staff and calling of ordained staff. To build a sense of teamwork among church staff and hold regular staff meetings to coordinate the ministries of the church and facilitate communication.
4. To work with the Board of Property to see that the facilities of the church are functional and in good repair.
5. To serve as the staff representative to the following:

Trustee

Stewardship Committee

Human Resources Committee

Worship and Music

Outreach Committee

Funerals and Wedding

Baptist Convention

Greater Abilene Ministers Alliance

NAACP

Abilene Baptist Association

West Texas Expository Preaching  
Conference

Abilene Press

## **III. Stewardship**

1. To work with the Stewardship Committee to promote, educate, and advocate responsible biblical stewardship in the congregation.
2. To assist the Deacon Board and Stewardship Committee with financial matters of the congregation.

3. To oversee and promote congregational benevolence and mission through ongoing support and by meeting community needs as they arise.

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2. To make appropriate referrals when necessary and quickly respond to crisis situations which arise in the congregation.
3. To assist the Associate Pastor in teaching children, youth and adults in the Christian education program of the congregation.

#### **VI. Male Chorus**

1. To sing praises to the Lord

2001 to  
2003

Concord Missionary Baptist Church

#### **Singles Pastor**

Responsibilities: To support the Senior Pastor's decisions and leadership. Responsible for counseling sessions, hospital visits, funerals, home visits, public appearances. Served on church wide committees as assigned. Expected to suggest creative ways the Singles Ministry can nurture and exhort the body of singles. Expected to assist in directing, leading, motivating and inspiring the single council to voluntarily, effectively, and harmoniously work together to reach the mission, vision, and goals of the Concord Singles ministry. Expected to oversee all church administrative details (i.e. ministry planning, setting the budget, requesting funds, request for rooms, approving and scheduling events, setting meeting time, etc.)

1999 to  
2001

World Impact/Pastor  
**Pastor**

Responsibilities: Plan and conducted the worship service, prepare and deliver sermons. Lead the church in an effective program of witnessing and in a caring ministry for people in the church and community. Visited members and prospects. Responsible for counseling sessions, hospital visits, funerals, home visits, public appearances. Serve on church wide committees as assigned. Expected to oversee all church administrative details (i.e. ministry planning, setting the budget, requesting funds, request for rooms, approving and scheduling events, setting meeting time, etc.)



Pastor Eaton (middle) with Oklahoma Missionary Baptist Convention President Dr. C.W. Whitlow (right) and O.B.S.C. State Dean Rev. A. Baldwin Jr.

1998 to  
1999

Peace Corp, *Dallas*, Texas  
***America Corp/Greater Dallas of Community Churches***

Responsibilities: My duties included counseling with church, para-church and government organization leaders in planning, conducting, and evaluating at risk youth education ministry. Enlisting appropriate volunteer workers. Assisted with planning and conducting special projects such as camp for at risk youth program organization groups. Worked with program volunteers and appropriate staff members to resolve philosophical, procedural and scheduling problems in America Corp.

1994 to  
1997

Center of Praise Baptist Church, Garland, Texas  
***Interim Pastor/Assistant Pastor***

Responsibilities: Plan and conduct the worship service and prepare and deliver sermons. Lead the church in an effective program of witnessing and in a caring ministry for people in the church and community. Visited members and prospects. Worked with committees as they conducted their assigned responsibilities. Prepared and delivered Sunday school lessons.

1992 to  
1994

Generations To Come, Inc. Dallas, Texas

***New Direction Program Director***

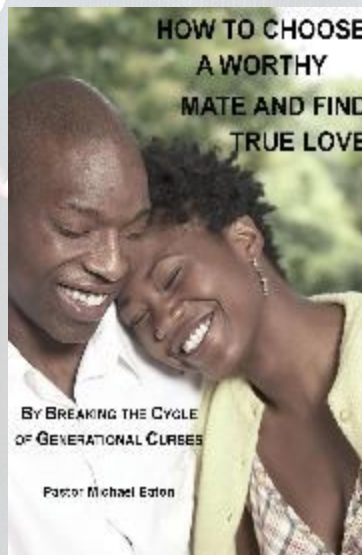
Responsibilities: Responsibilities: My duties included counseling with church and para-church organization leaders in planning, conducting, and evaluating at risk youth education ministry and enlisting appropriate volunteer workers. Assisted with planning and conducting special projects, such as camp for at risk youth program organization groups. Worked with program mentors and volunteers and appropriate staff members to resolve philosophical, procedural, and scheduling problems in New Direction division.

1989 to  
1994

Oak Cliff Bible Fellowship Dallas, Texas

***Singles Committee/President***

Responsibilities: Responsible to the minister of education for assisting church program organizations to develop a comprehensive program for singles education. Assist in the planning and conducting special projects such as retreats and conferences for singles program organization groups.



**Writer**

I am the author of the following books: How to Become a Good Thing, How to be Blessed as a Christian Single and How to Choose A Worthy Mate and Overcoming Fatal Attractions.



***Listen to my sermons or read my books on  
line at:  
<http://www.HearGodsWordatBethlehem.com>***

