

Jeff Heflin

Informational

Packet

7.10.2024



July 14, 2024

FOLLOWING JESUS · LOVING OTHERS · TELLING THE WORLD

2501 Highway 70 East, Dickson, Tennessee 37055
615.446.4640 fax 615.375.1235
www.fbcdickson.org

Dear Church Family,

Please review the attached information outlining the call of Jeff Heflin as Executive Pastor/Associate Pastor of Education at First Baptist Church Dickson effective September 9, 2024. This new full-time position will absorb the responsibilities of two current staff roles: Director of Administration and Associate Pastor of Education.

Attached are the following documents:

- Letter from Pastor Mike in support of calling Jeff Heflin
- Letter from Travis Wales, Personnel Committee Chair, with explanation of the new position and recommendation in support of the call
- Letter from Troy Martin, Deacon Chair, in support of the call
- Jeff Heflin's ministry and business résumés
- Jeff Heflin's personal testimony
- Job descriptions for both components of the new position: Executive Pastor and Associate Pastor of Education

The Personnel Committee unanimously recommends that Jeff Heflin be called as Executive Pastor/Associate Pastor of Education.

The next step in the process for extending the call is to provide the church leadership and members with an opportunity to interview the candidate. Those meetings have been scheduled as follows:

Interview Meetings with Jeff and Christy Heflin:

- Sunday, July 21, 2024, at 11:45 AM - 12:30 PM in Fellowship Hall
- Wednesday, July 24, 2024, at 5:30 PM - 6:15 PM in Room C 101-103
- Sunday, July 28, 2024, at 11:45 AM - 12:30 PM in Fellowship Hall
- Wednesday, July 31, 2024, at 5:30 PM - 6:15 PM in Room C 101-103

The church vote is scheduled for Sunday, August 4, 2024, at the end of the 9 AM and 10:30 AM services.

If you have questions or need additional information, please reach out to me at traviswales@gmail.com.

Travis Wales

Personnel Committee Chair



FIRST BAPTIST CHURCH

FOLLOWING JESUS · LOVING OTHERS · TELLING THE WORLD

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Dear FBC Dickson,

As we recognize and honor the faithful service and ministries of Ryan Wicker and Patty Goodwin in this place, we look forward to seeing how our wonderful Lord will bless them and continue to use them for His glory in the days ahead.

Just as we are confident in His goodness to bless Ryan and Patty in their changing roles, we are equally confident that He will bless us as we press on in our ministry at FBC Dickson. We look forward to all the exciting ways that the Lord is leading us into the future.

I believe that the Lord is at work among us, and He has prepared this body of believers in this place for such a time as this. We are seeing lives changed by the gospel and numbers added to our fellowship. We are seeing the Spirit set hearts on fire to reach Dickson and the surrounding communities. The Lord has made us ready for the task at hand.

As we anticipate all the growth that the Lord will send us, the Personnel Committee and I have prayerfully examined our staff needs and developed a new role, namely that of Executive Pastor/Associate Pastor of Education, that we feel will help us grow and fulfill all that the Lord would call us to in the days ahead.

This strategic role will provide oversight and cohesion to the various ministries of the church as they align to the vision of FBC Dickson, as well as help us perform critical functions related to facilities, budgets, and the like. This position will require a unique set of skills because it will encompass both pastoral and administrative responsibilities. However, this role will be vital in making us more effective in our efforts to steward our resources well and to reach our community for the glory of God.

This role will prove essential as we grow, and the Lord has provided us with a uniquely qualified internal candidate. I ask you to support Jeff Heflin to fill this role. Most of you will know Jeff, as he has served our church well in various capacities over the years.

Jeff is a faithful and trustworthy brother who loves the Lord. He has a pastor's heart for ministry, and he loves the people of this church. Jeff also has a very strong corporate leadership track record that makes him a particularly apt fit for the administrative nature of this Executive Pastor/Associate Pastor of Education role.

I am convinced that this is the Lord's will and provision for us, and I am so excited about the days ahead!

Pastor Mike Miller



FOLLOWING JESUS · LOVING OTHERS · TELLING THE WORLD

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Dear FBC Dickson,

As you are aware, Pastor Ryan Wicker has been called to serve by a church in Florida and Mrs. Patty Goodwin will be retiring at the end of the year. Their contributions have been invaluable, and the goal of the Personnel Committee is to determine how we best build upon the foundations they have laid.

Pastor Mike and the Personnel Committee have been praying about the changes ahead and working together to determine how to lead First Baptist Church Dickson (FBCD) through them. We have an opportunity at this time to take some strategic and needed steps for future growth. We see the hand of the Lord at work in our midst, and we are excited about the future of FBCD.

We are recommending a new staff position that would encompass the scope of both the Associate Pastor of Education and the Director of Administration roles. This new position, the Executive Pastor/Associate Pastor of Education, will manage the administrative and strategic aspects of the church's ministry. He will work to ensure that the church's activities are in line with its mission and vision, and will carry out the lead pastor's vision. Executive pastors may also preach. We feel this will set us up well for the future.

The Personnel Committee has vetted Mr. Jeff Heflin as an internal candidate for this role. Many of you will know Jeff as the current Treasurer and a recent Chairman of the Deacons. He has also been heavily involved in The Well, our Friday night Young Adult ministry. Jeff is an ordained pastor and has served in various ministry capacities in other churches throughout the years. He also has an extensive corporate background with experience in leadership, project management, budgets, personnel and other areas. We feel that Jeff is uniquely qualified to fill this position. We respectfully ask that you carefully review his qualifications in consideration of a call to full-time ministry here at FBCD.

Thank you for your consideration,

Travis Wales
Chair of Personnel Committee



FOLLOWING JESUS · LOVING OTHERS · TELLING THE WORLD

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June 25, 2024

Dear FBC Dickson,

The deacon body met on Sunday, June 23, 2024, to hear from Pastor Mike as he laid out the vision for the newly proposed role of Executive Pastor/Associate Pastor of Education. We also heard from Jeff Heflin as he shared his renewed call into full-time ministry and his heart to serve FBC Dickson in this capacity.

We have served alongside of Jeff as a fellow deacon and our 2023 chairman. In this capacity, we have come to know him as a faithful brother, and we believe he will lead and serve well to meet the needs of the church for the glory of God. We believe that God has called him to this work, and we enthusiastically and unanimously support the recommendation from the Personnel Committee to call him to this position.

Respectfully submitted,

Troy Martin

Deacon Chair

Personal Testimony

I came to know the Lord when I was 10 years old. My testimony begins with my mother. My mother loves the Lord and has been an example to me for my entire life. She made sure that my sister and I were in church from the time we were babies to the day we left her home as adults. She has always been my spiritual hero, and I hope that my faith one day approaches hers.

The Bible was always a part of our lives, and my mother made sure we knew the Scriptures even at an early age. As a result, I grew up extremely familiar with the word of God. The church that we went to when I was a child was a small country church, and on Sunday morning, they would have a couple of us boys get up and do a devotion. I say all this to say, that even as a boy, I knew that Jesus was the only way to salvation.

But knowing something, and experiencing it for yourself, are two different things. I came to understand that one evening when I was 10 years old. My cousin, Henry, was spending the night with us that evening, and he and my sister stayed up late watching scary movies. Henry went to sleep on the floor of her room, and my sister began to talk in her sleep. Well, whatever she was talking about scared Henry to death. The next thing I know, he's coming in my room and waking me up. He said, "Jeff, I'm scared, please tell me about God."

Well, as a good church-going boy, I knew what to tell Henry about how to be saved. We had to talk about it in Sunday School class all the time. But this time it was different. As I was telling Henry about what it means to be a sinner, and how Jesus is the only way to be forgiven, something powerful came over me. I realized that this was a message for ME! I can't really describe the feeling, but a powerful sense of my own sinfulness came over me, and at the same time, I really felt the love of God for the first time.

So Henry and I got on the floor to pray, and at that moment, I knew I was really saved. As I write this testimony, I can remember how I felt as if it were only yesterday. I can truly say that I love the Lord because He first loved me!

After getting married and graduating from college, the Lord called me to serve Him. I surrendered to the ministry at First Baptist Church which is a Southern Baptist church in Smyrna, TN. It's called LifePoint church now. They licensed me on April 2, 2000. While there, my wife and I were part of a team that helped plant Rock Springs Church, an SBC church. The pastors who started that church were a part of the Nehemiah Project out of Southern Seminary. After the church was planted, we continued to serve there, and I was called to be the Executive Pastor of the church. I was ordained as a minister on October 20, 2002.

We moved back to Dickson a few years later and attended Grace Baptist Church. While there, my family, along with another family, decided to move to a small town in southern Mexico to start home Bible studies. Ultimately, we hoped to plant a church there. We lived there for about 1 ½ years before we returned to the United States.

At that point, we went to live near my wife's parents in north central Missouri, and we lived there for about 3 years. During that time, we attended First Baptist Church of Bethany, MO, which is a Southern Baptist Church. I had the opportunity to serve as an interim youth pastor for that church for about 1 ½ years while they were looking for a permanent staff member. The Senior Pastor also asked me to help them launch a small group ministry, which I did.

May 9, 2024

After we moved back to Dickson, we came to be part of the First Baptist family, and we are extremely thankful that God led us here. I have come to dearly love this body of believers and look forward to serving the Lord and His church in whatever way I can.

May 9, 2024

Ministry

Résumé

Jeff Heflin

209 Canary Drive Dickson, TN 37055 (615)-879-6419 the4heflins@gmail.com

Personal Statement

I became a follower of Jesus when I was about 10 years old. When I was in my late teenage years, I began to feel the Lord calling me to serve Him. I surrendered to that call in April 2000 and since that time, God has opened multiple doors for me to serve the church. The Lord has equipped me to provide leadership in the areas of education, discipleship, and administration. It is my desire to use these gifts to honor Jesus Christ and carry out the great commission.

Professional Experience

FIRST BAPTIST CHURCH, BETHANY, MO

Interim Youth Pastor, 2011-2012

- Led weekly Bible studies for students from 6th-12th grade
- Developed youth volunteers
- Assisted Senior Pastor with the launch of adult small group ministry

GRACE BAPTIST CHURCH, DICKSON, TN

Missionary, 2009-2010

- Moved to Huajuapán De León, Oaxaca, Mexico as a church planting missionary
- Preached in Las Penas to a small group of believers who lacked a full-time pastor
- Led home Bible studies in multiple neighborhoods as foundation for church plant

ROCK SPRINGS CHURCH, SMYRNA, TN

Executive Pastor, 2000-2003

- Part of church plant team
- Led the paid and volunteer staff under the direction of the Senior Pastor
- Responsible for all small group and discipleship ministries
- Managed church finances and led the annual budget process
- Led the process to move from plant to independent church

Volunteer Experience – First Baptist Church, Dickson

- Chairman of Deacons
- Vice Chairman, Finance Committee
- Treasurer
- Sunday School Teacher
- The Well – young adult ministry

Education

LIBERTY UNIVERSITY, LYNCHBURG, VA

Masters of Christian Ministry, expected December 2024

Ministry Credentials

- Licensed to Gospel Ministry – April 2000 by First Baptist Church, Smyrna, TN (now LifePoint Church)
- Ordained to Gospel Ministry – October 2002 by Rock Springs Church, Smyrna, TN

July 5, 2024

Professional

Résumé

Jeff Heflin, CMA

209 Canary Drive ♦ Dickson, TN 37055
the4heflins@gmail.com ♦ 615.879.6419 (mobile)

PROFESSIONAL EXPERIENCE

ASURION (10/13 – PRESENT)

Nashville, Tennessee

♦ *Senior Director – Finance Analytics and Business Intelligence*

Create, institute, and manage financial data reporting and business intelligence governance strategy for Asurion's global accounting and finance operations. Implement new technological capabilities including advanced analytics and robotic process automation (RPA) to support internal business units. Plan and lead large-scale data programs with the objective of building a data driven culture that develops world class analytic and BI solutions. Serve as an advisor to the Executive Committee and Board of Directors on the use of leading-edge financial technologies.

♦ *Director – Financial Planning & Analysis*

Led and developed teams in the U.S. and Philippines responsible for budgeting, forecasting, long-term planning and strategic analysis for the organization's largest client driving internal revenues of more than \$3 billion. Responsible for the integrity of financial reporting and served as a trusted advisor to the CFO and senior executive team on strategic projects being evaluated for capital investment. Led efforts to improve financial planning and reporting processes to transform global FP&A organization.

♦ *Senior Manager – Financial Planning & Analysis*

Served as a key resource to the business to help recognize and drive the identification, delivery, and measurement of full potential initiatives. Led a team responsible for supporting international supply chain teams, such as the US, LATAM, Philippines, and Europe, to drive profitability by driving down program costs. Led a wide range of analyses, including development of Supply Chain's annual business plans, monthly/quarterly/annual financial projections for key stakeholders, business case analysis, business scenario modeling, and other analytical requests and projects.

SMITHFIELD FOODS (3/11 – 9/13)

Princeton, Missouri

♦ *Manager – Health & Safety*

Developed and implemented health and safety plans, enforced policies, assessed risk, and ensured compliance with legal guidelines. Additionally responsible for leading a team that mined new sources of data to develop key performance indicators (KPIs) related to the organization's health and safety programs. Analyzed insurance claims and other financial data to provide actionable information for executive leadership. Developed reserve forecasts and supported consolidated budgeting. Served as member of the continuous improvement task force.

CATERPILLAR FINANCIAL SERVICES (9/07 – 1/09)

Nashville, Tennessee

♦ *Global Pricing Manager*

Financial responsibilities included managing analysts responsible for budgeting, forecasting, financial planning and analysis, business metrics reporting, and general accounting functions. Reviewed all complex transactions to ensure pricing returns would be achieved. Analyzed competitors' offerings to ensure manufacturing sales targets were achieved. Responsible for conducting ad-hoc quantitative analyses to support line operation units globally.

NISSAN NORTH AMERICA (3/06 – 9/07)

Nashville, Tennessee

♦ *Manager – Pricing Strategy & Market Intelligence*

Responsible for both market penetration and financial performance of the North American SUV and crossover vehicle product lines. Worked with manufacturing and finance leadership to develop brand strategy and improve market share and financial results. Proposals included comprehensive analysis of product content, strategy and positioning throughout the lifecycle. Marketing/sales plans and financial performance analysis integrated to identify price/volume trade-offs to maximize corporate profit.

CATERPILLAR FINANCIAL SERVICES (11/04 – 3/06)

Nashville, Tennessee

♦ *Senior Business Systems Analyst*

Served as project manager for deployment of a major international financial systems upgrade. System provided financial and accounting data to global line units to ensure sound business decisions. Project responsibilities included capital budget development, cross-geographic leadership of both business and IT staff, use-case development, automated regression testing, and overall project plan management. Project managed under agile software development methodology. Performed statistical predictive scorecard

validation analyses and recommended enhancements to senior leadership. Conducted analyses to better understand SG&A allocations for global business units. Created financial models to analyze new business opportunities and presented results to executive leadership.

FORD MOTOR CREDIT COMPANY (9/95 – 11/04)

Nashville, Tennessee

◇ **Senior Financial Analyst**

Conducted complex financial and mathematical analyses to ascertain the long-term returns of multiple products, projects, and investments under consideration for funding. Reported balance sheet and income statement impact from proposed and existing programs. Produced annual credit loss and equity studies and forecasted impact on corporate profits. Developed and maintained multiple forecasting models and financial databases. Provided technical training and supervision to junior analysts and operations support personnel. Consolidated annual and monthly financial reports and presented to senior management.

◇ **Senior Credit Risk Analyst**

Developed credit loss forecasts and made recommendations to improve pricing margins. Worked with corporate accounting to develop reserve forecasts for SEC and public reporting. Analyzed loan portfolio to identify risks and opportunities. Analyzed impact of tax changes to the income statement and pricing strategy. Developed and implemented reporting capabilities for portfolio monitoring, electronic credit decisions, delinquency matrices, and other reports. Trained line unit management to understand and use information to manage portfolio and improve operations. Made recommendations to senior management on the use of financial reports for managing business strategy.

◇ **Residual Risk Analyst**

Conducted financial analyses to forecast the residual value of multiple product types within the lease portfolio. Developed residual loss forecast models and reporting systems to ensure appropriate residual reserve adequacy. Managed strategic initiatives to improve residual values and mitigate risk in the existing portfolio. Worked closely with accounting to ensure proper financial reporting of lease exposures.

EDUCATION

Bachelors in Management and Human Relations – finance concentration ◇ Trevecca Nazarene University

Graduate Coursework in Finance and Accounting ◇ Belmont University

Graduate Coursework in Employment Law and Labor Relations ◇ William Woods University

Technology Leadership Program (in progress) ◇ University of California Berkeley

Information Systems MicroMasters ◇ Indiana University – Kelley School of Business

Commercial Lending Course ◇ Moody's Analytics

DESIGNATIONS / CERTIFICATIONS

Certified Management Accountant (CMA) ◇ Institute of Management Accountants

30-Hour General Industry Certification ◇ Occupational Safety and Health Administration (OSHA)

10-Hour Construction Certification ◇ Occupational Safety and Health Administration (OSHA)

LANGUAGES

English - native

Spanish - conversational

Job

Descriptions

Job Description

Job Title	Executive Pastor
Reports to	Senior Pastor
GENERAL DESCRIPTION	
<p>The Executive Pastor manages & supervises all Associate Pastors, Directors, Administrative assistants, hourly employees and volunteer staff in executing the ministry goals of the church. All Associate Pastors, Directors, including CDC and PreK , Administrative assistants, hourly employees and ministry volunteers report to the executive Pastor. This role designs and leads the pastors and directors in the annual strategic ministry planning process for the church's annual ministry goals.</p> <p>This role gives oversight and management to all administrative responsibilities of the church. The Executive Pastor designs and leads the annual budgeting process for the church in coordination with the Associate Pastors, Directors and the Finance Committee for church approval. This role monitors and approves all budget expenditures of the approved budget of the church. It includes the management of all hourly staff related to the facilities of the church. The Executive Pastor is the staff liaison to coordinate the work of the standing committees of the church. The Executive Pastor is the preaching pastor in the absence of the Senior Pastor. The Executive Pastor reports to the Senior Pastor.</p>	
Type of Position	
<input checked="" type="checkbox"/> Salaried/Professional <input checked="" type="checkbox"/> Full-time Hours <u> 40+ </u> / week <input type="checkbox"/> Hourly/Staff <input checked="" type="checkbox"/> Evenings <input checked="" type="checkbox"/> Weekends <input type="checkbox"/> Part Time	
ESSENTIAL DUTIES & RESPONSIBILITIES	
<ul style="list-style-type: none"> • Leads the Associate Pastors, Directors in the execution of the ministry goals of the church • Oversees & Manages all Associate Pastors, Directors, Administrative Assistants & hourly staff • Leads the annual strategic ministry planning process for the development of the annual ministry goals. • Leads the annual budget process in coordination with the finance team. • Monitors and approves all budget expenditures • Conducts all performance reviews of the Associate Pastors and Directors with input from the Pastor • Conducts all performance reviews of the administrative staff & hourly employees <p>Additional Duties</p> <ul style="list-style-type: none"> • Preaches in the absence of the Senior Pastor • Other duties as assigned by the Senior Pastor 	

Job Description

PREFERRED REQUIREMENTS

- Confessed/Professed doctrine consistent with the Southern Baptist Faith and Message
- Advanced Seminary Degree
- (Preferred) MBA
- (Required) Business Degree
- Ordained in a Southern Baptist Church
- Minimum of 7 years of experience in church leadership, financial and budget processes and personnel management oversight in a church with active membership of 500+.
- Demonstrated organizational skills
- Familiarity with current church education methods and trends
- Agreement to abide with FBCD Policy on Marriage and Sexuality as evidenced by signature and date on form.
- Compliance and support of FBCD Code of Ethics and Rules of Conduct as evidenced by annual review and signature with date

Name: _____ Signature: _____

Date: _____



Job Description

Job Title	Associate Pastor of Education
Reports to	Senior Pastor
GENERAL DESCRIPTION	
<p>The Associate Pastor of Education's primary role is to focus on Sunday School to help in Church growth. In this capacity he oversees the Sunday morning Bible teaching ministry of the church, including age related programs, i.e. Adult, Student, and Children. He is responsible for developing the strategic Sunday morning Bible teaching ministry plan and the Discipleship plan for all age groups. As such he supervises all age grade Education Staff, including the Associate Pastor of Children's Ministry and Associate Pastor of Students and Young Adult Ministries. Working with the lay leadership of the Church, the Associate Pastor of Education leads the Sunday morning Bible study recruitment and training process for all age groups. In cooperation and coordination with the Senior Pastor, he chooses materials for use in Sunday morning Bible teaching ministry for all ages. He is responsible for coordinating the work of all adult Sunday morning Bible teaching ministry with Sunday School directors and sets and conducts annual training for all Sunday morning Bible teachers and leaders.</p>	
Type of Position	
<input checked="" type="checkbox"/> Salaried/Professional <input checked="" type="checkbox"/> Full-time Hours <u> 40+ </u> / week <input type="checkbox"/> Hourly/Staff <input checked="" type="checkbox"/> Evenings <input checked="" type="checkbox"/> Weekends <input type="checkbox"/> Part Time	
ESSENTIAL DUTIES & RESPONSIBILITIES	
<ul style="list-style-type: none"> • Oversees the Sunday morning Bible teaching ministry of the church • Develops the strategic Sunday morning Bible teaching ministry plan for all age groups • Supervises all age grade Education staff members • Leads the Sunday morning Bible study recruitment and training process • Chooses, with pastor's guidance, materials for use in Sunday morning Bible teaching ministry • Coordinates the work of all adult Sunday morning Bible teaching ministry with Sunday School lay leaders • Sets and conducts annual training for all Sunday morning Bible teachers and leaders <p>OTHER DUTIES:</p> <ul style="list-style-type: none"> • Assist in church counseling, visitation etc. as appropriate • Other duties as assigned by the Senior Pastor 	



Job Description

PREFERRED REQUIREMENTS

- Confessed/Professed doctrine consistent with the Southern Baptist Faith and Message
- Advanced Seminary Degree (Master's Level)
- Ordained in a Southern Baptist Church
- (Preferred) Minimum of 7 years of experience coordinating Sunday School and Discipleship education in a church with active membership of 500+.
- Demonstrated organizational skills
- Familiarity with current church education methods and trends
- Agreement to abide with FBCD Policy on Marriage and Sexuality as evidenced by signature and date on form.
- Compliance and support of FBCD Code of Ethics and Rules of Conduct as evidenced by annual review and signature with date. Reports to Senior Pastor/

Name: _____ Signature: _____

Date: _____