

Congregational Profile

(Revised by G.C.O.M. - August, 2013)

Ministerial Position to be Filled: _____ Date: _____

I. General Information

Name of Congregation: _____
Address: _____ Phone: () _____
City: _____ State: _____ Zip: _____ Website: _____
Search Committee Chairperson: _____
Address: _____
City: _____ State: _____ Zip: _____ Email: _____
Cell Phone: () _____ Work Phone: () _____ Fax Number: () _____

II. Membership Profile

- Total Number of Members: _____ Number of Participating Members: _____
Number of Participating Non-members (including children): _____
- Number of Participants: (Are these figures- Estimated or Actual)
A. Ages 1-11: _____ D. Ages 25-34: _____ G. Ages 55-64: _____
B. Ages 12-17: _____ E. Ages 35-44: _____ H. Ages 65-79: _____
C. Ages 18-24: _____ F. Ages 45-54: _____ I. Above 80: _____
- Church Family Profile: (Are these figures- Estimated Or Actual) *Note: Percentage may add up to more than 100%*
_____ % Single Adults 18-35 _____ % Single w/children at home _____ % Married
_____ % Single Adults 36 + _____ % Married w/children at home _____ % Blended Families
- Education Level of Adults: (Are these figures- Estimated or Actual)
_____ % High School _____ % College _____ % Graduate School _____ % Specialty Training
_____ % Other: Please Specify- _____
- Occupations of Participants: (Are these figures Estimated or Actual) *Note: Percentage may add up to more than 100%*
_____ % Business/Retail _____ % Service _____ % Agriculture _____ % Homemaker
_____ % Construction _____ % Education _____ % Professional _____ % Student
_____ % Military _____ % Technical _____ % Manufacturing _____ % Other (Specify Below)
(other explanation): _____
A. From totals above: _____ % Employed full time _____ % Retired

III. Organizational Information (Check those currently active)

- Worship** How many worship services per week? _____
 Traditional On Site Off Site Average Attendance _____
 Contemporary On Site Off Site Average Attendance _____
 Other, Specify _____ Average Attendance _____
Total weekly average attendance from all services: _____
- Educational Ministries**
Average weekly attendance: Children's Church School _____ Adult's Church School _____
Weekly Children's Program _____ ...(name of program)- _____
Weekday Adult group(s) _____ ...(name of program)- _____
_____ ...(name of program)- _____
Total average weekly education attendance: _____
- Administrative and Oversight Groups**
 Board Cabinet Personnel Pastoral Relations
 Elders Diaconate Deacons Deaconesses
 Planning/Functional Committees How many? _____
 Other Groups- Specify: _____

4. Ministries and Service Groups (List all)

List all active ministry and service groups and share information about their activities, focus and ministry.

IV. Staff (label those presently employed/serving as "FT"- full time; "PT"- part time; or "V" - Volunteer)

_____ Pastor	_____ Youth Minister/Director	_____ Office Staff # _____
_____ Co-Pastor(s) # _____	_____ Education Director	_____ Other (Please Specify) _____
_____ Associate Ministers(s) # _____	_____ Organist/Accompanist	_____
_____ Music Minister/Director # _____	_____ Administrator	_____

V. Property

		Year Erected	Adequate--	Yes	No
1. Sanctuary:	Seating Capacity-- _____ / _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
2. Education Unit:	Number of Classrooms-- _____ / _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
3. Fellowship Facility:	Seating Capacity/Tables-- _____ / _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
4. Administrative Facility:	No. of Offices-- _____ / _____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
5. Off Street Parking:	No. of Spaces-- _____	Paved? <input type="checkbox"/> Yes <input type="checkbox"/> No			
6. Building Program:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Projected?				

If Building Program answer is "Yes" or "Projected", describe: _____

7. Church Location (check all which are applicable):

Downtown Inner City Urban Suburban County Seat
 Neighborhood Rural Bedroom Community Small Town

8. Parsonage: Yes No

No. of Bedrooms-- _____ No. of Bathrooms _____ Garage? Yes No
 Age of Parsonage-- _____ Condition: _____

9. Other Facilities: (such as senior housing, pre-school, camp, etc.) _____

VI. Community (check all which are applicable)

1. Characteristics: Industrial Commercial/Retail College/University Medical Center
 Agricultural Military Tourist/Recreational

2. Population Trend: Rapid Growth Slow Growth Other (describe): _____
 Rapid Decline Slow Decline

3. Concerns:

Teen Needs Senior Citizen Needs Race Relations Alcohol/Drugs Crime
 Population Changes Unemployment (Seasonal or Chronic) Other (specify on line below)-
 (list other concerns here)-- _____

4. Population Profile: Total Population: _____ (Are these figures Estimated or Actual)

_____ % Asian American	_____ % African American	_____ % Hispanic American
_____ % Haitian	_____ % Pacific Islander	_____ % Native American
_____ % Middle Eastern	_____ % Euro American	_____ % Other _____

5. Demographic Trends: Ethnic trends, Religious trends, Economic trends, Political/Issue Trends - Describe your perceptions in narrative form and how you've arrived at them. How has your locale changed over the last 6 months, 5 years and 10 years?

VII. Financial Information

1. Income & Expenses for the last five years, beginning with the most recent year: (*Year Book Information*)

Year	Operating Receipts	Capital Receipts	Total Outreach Paid <i>(include Disciples outreach)</i>	Total Disciples Outreach Paid <i>(DMF, WOC, Reconciliation, etc.)</i>
A.				
B.				
C.				
D.				
E.				

2. Current Total Debt: \$ _____ Monthly Payment on this Debt: \$ _____

3. Reserve / Restricted / Endowment Funds: Building- \$ _____ Savings- \$ _____ Permanent- \$ _____
 Memorial- \$ _____ Other, *(specify)*- \$ _____

VIII. Congregational Outreach Ministries *(please list)*

1. Community Ministries Program *(e.g. food pantry, tutoring, etc.)*

2. Participation in Christian Church (Disciples of Christ)- *(district/area, cluster, regional, general)*

3. Ecumenical and Interfaith Activities *(with other denominations, religious groups, local and regional)*

IX. Previous Pastoral Leadership History for Past Twenty Years

Beginning with most recent, provide a listing of all clergy *(including installed and interim/transitional ministers, whether in senior, co-, or associate positions)* who have served your congregation during the past 20 years, and the requested information about those persons.

<u>Name of Minister</u>	<u>Position</u>	<u>Date Began</u>	<u>Date Ended</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

X. Congregational Dynamics / Dealing with Conflict

Many congregations experience conflict at various times. Characterize your congregation's experience with conflict given the following possibilities. Indicate the extent to which each statement describes your congregation: **C= closely, S= somewhat, N= not at all.**

- _____ As a church, we respect and listen to each other and work things through without generating divisiveness.
- _____ As a church, we try to respect and listen to each other, but it is not uncommon for differences of opinion to be a problem and for some people to choose sides.
- _____ Some have left our church because of conflict.
- _____ Conflict hurts our sense of unity, but we tend not to talk about it.
- _____ Painful experience with conflict has been present, but it has been worked through, and we have learned from the experience.
- _____ We have had some painful experiences with conflict, and they linger in the background.
- _____ Open conflict is present, and we need a minister who can help us deal with it.
- _____ Other- Specify: _____
- _____ Comments: _____

XI. Congregational Discernment

The following questions are beneficial to a process of discernment that helps you look at yourself and also provide important information to your candidates. It is our hope that you'll spend significant time in reflecting on these ten questions prior to your providing the answers on this form. You may likely want to involve discussion of them in various congregational venues to provide the Search Committee with a breadth of input. Discuss with your Regional Minister how this might be accomplished. We are encouraging answers on the Congregational Profile that are both succinct and well thought through.

1. What has God uniquely called you to be and do as a congregation (both now, and looking to the future)?

2. How did God lead you to this understanding?

3. Describe the Spiritual Disciplines that are regularly practiced throughout this congregation.

4. Describe your sense of God's covenantal call to be a part of the Christian Church (Disciples of Christ) and broader ecumenical/inter-faith ministries.

5. In what ways have members of the congregation been engaged in the Search and Call discernment process?

6. Describe the ways God has equipped the congregation for your particular ministerial context? (Including opportunities for ministry; particular talents represented by members of the congregation; financial and other resources you have; the traditions you have manifested over the years.)

7. Describe the congregation's strengths and growing edges.

8. Describe the ways you make decisions and carry them out as a congregation.

9. How is this congregation relevant to the needs of a) the local community, b) Disciples mission, and c) the world?

10. How does this congregation bear witness in tangible ways to God's healing, welcoming, reconciling presence in a broken world?

XII. Goals of the Congregation for the Next Five Years - list four, attach recent congregational mission statement and goals if available

- 1. _____
- 2. _____
- 3. _____
- 4. _____

XIII. Personal and Professional Qualifications

1. Name the personal / professional qualifications you desire in your pastor:

- A. _____ E. _____
- B. _____ F. _____
- C. _____ G. _____
- D. _____ H. _____

2. Educational Level (check one)

- Undergraduate Seminary Doctoral Other (explain)-- _____

XIV. Compensation, Housing, Benefits, Expenses - Our congregation will provide the following:

Compensation: We can provide a **cash salary** (including social security offset) and **housing** (incl. utilities, furnishings, insurance, etc.) in the range checked below:

15 - \$17,999 18 - \$21,999 22 - \$25,999 26 - \$29,999 30 - \$34,999 35 - \$39,999

40 - \$49,999 50 - \$59,999 60 - \$69,999 70 - \$79,999 80 - \$99,999 \$100,000 +

Negotiable

Housing: Parsonage Fair Rental Value \$ _____ (Per Month)

Benefits: Pension Fund (14% of combined value of cash salary & housing allowance/parsonage fair rental value) \$ _____
 USA- Church-Wide Health Care Plan **OR** Other Health Care Plan Canada- Supplemental Health Plan

Reimbursable Professional Expenses: Auto Allowance- \$ _____ Continuing Education- \$ _____
Assembly/Meeting Expenses- \$ _____ Books- \$ _____ Miscellaneous- \$ _____

Reimbursement for cost of mandatory Criminal Background Check (CBC) --\$160.00 Yes **OR** No

Moving Expenses: The congregation will provide all **OR** up to \$ _____ (*Negotiable*)

XV. Discerning Areas of Greatest Need for Ministerial Leadership

The list below is based on the requirements found in Theological Foundations and Policies and Criteria for the Ordering of Ministry of the Christian Church (Disciples of Christ). It is used for describing a minister's areas of skill and expertise (which you will observe on the Ministerial Profiles you receive). Part of the Search & Call process is discerning a good match between the skills of the pastor and the needs of the congregation. Using these skills areas of a minister, first prayerfully ascertain the congregation's current areas where growth is desired, and areas where you presently demonstrate strength. In light of where growth is desired and God is calling you, note 7 skill areas (of the 16 categories below) where you especially seek strengths in your next minister, up to 3 of which can be designated at level 5 in "strength." <http://www.disciples.org/OrderingofMinistry/tabid/698/Default.aspx>

Biblical Knowledge

Rooted and grounded in scripture and able to interpret and apply the scriptures in ways that are appropriate to original and contemporary contexts.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Church Administration and Planning

Able to practice the principles of good administration, planning and implementing short- and long-range goals to enhance Congregational life in collaboration with teams and committees.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Communication

Be an effective communicator and able to facilitate effective communication within and on behalf of the church.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Cross Cultural and Anti-Racism Experience

Sensitive to the different manifestations of racism and prejudice in the culture and committed to confronting and overcoming them.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Ecumenism

Exhibit a commitment to working with other Christians and denominations, and with other faiths, in programs of common witness and service – articulating the vision of the ecumenical and global church as a starting place for mission.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Education and Leader Development

Knows the foundations of Christian education and principles of leader development, and can demonstrate competency in teaching children, youth, and adults, including lay leaders and staff.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Ethics

Able to help parishioners think critically about the relationship of their faith to issues of justice, ethics and morality.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Evangelism

Able to motivate congregational members to share their faith through word and action.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
1	1½	2	2½	3	3½	4	4½	5				
←	←	Area of Growth	←	←	-	-	-	→	→	Area of Strength	→	→

Mission of the Church in the World

Understand and articulate the centrality of the call to mission given by Jesus Christ and the prophets, and can empower congregations to engage in mission from our doorsteps to the ends of the earth.

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

Pastoral Care

Able to engage other persons with empathy and assess situations and relationships with the compassion of Christ, with sensitivity to culture and context, and to convey the healing power of God to those who suffer.

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

Proclamation of the Word

Know the practice and theory of Christian preaching, and can proclaim the Word of God, share the Good News of Jesus Christ, and help congregational members apply their faith to daily life.

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

Spiritual Development

Establish and maintain spiritual disciplines that lead to personal growth and help others develop a rich spiritual life.

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

Stewardship

Able to develop and encourage healthy stewards who recognize and share generously God’s abundant gifts for all creation.

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

Theology

Able to articulate a coherent view of God’s nature and activity in relation to the Christian tradition, critically engage human situations from a perspective of faith, and help persons recognize theological issues in their daily lives.

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

Understanding of Heritage

Know and appreciate the history and thought of Christianity and the history, structure, practices, and ethos of the Christian Church (Disciples of Christ).

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

Worship

Know the purpose and elements of Christian worship, and can plan and lead meaningful worship by working with the worship team, musicians, and congregational members.

1 1½ 2 2½ 3 3½ 4 4½ 5
← ← Area of Growth ← ← - - - → → Area of Strength → →

XVI. Congregational Conduct

Our Congregation has taken official Action to adopt and abide by the “Ethical Guidelines for Congregational Conduct” Yes No

A PDF copy of the **Ethical Guidelines for Congregational Conduct** can be downloaded from the following website:

<https://www.discipleshomemissions.org/wp-content/uploads/2012/10/SC-EthicalGuidelines.pdf>

XVII. Additional Information *(Please use space below or attach your document to this packet)*