**CONGREGATIONAL PROFILE**

(Form Revised October 3. 2017)

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| Position Being Filled: Click here to enter text. |
| Name of Congregation: Click here to enter text. |
| Street Address: Click here to enter text. | Phone: Click here to enter text. |
| City: Click here to enter text. | State: Click here to enter text. | Zip: Click here to enter text. |
| Search Committee Chair: Click here to enter text. |
| Address: Click here to enter text. |
| City: Click here to enter text. | State: Click here to enter text. | Zip: Click here to enter text. |
| Email Address: Click here to enter text. | Preferred Phone: Click here to enter text. |
| 1. **MEMBERSHIP PROFILE**
 |
| 1. **Total Number of Members:** Click here to enter text.
 | Number of Participating Members: Click here to enter text. |
| Total Number of Participating Non-Members: Click here to enter text. |
|  |
| 1. **Number of Participants:**
 | Are these figures -  | Estimated[ ]  | Actual[ ]  |
| Ages 1-11: Click here to enter text. | Ages 25-34: Click here to enter text. | Ages 55-64: Click here to enter text. |
| Ages 12-17: Click here to enter text. | Ages 35-44: Click here to enter text. | Ages 65-79: Click here to enter text. |
| Ages 18-24: Click here to enter text. | Ages 45-54: Click here to enter text. | Above 80: Click here to enter text. |
|  |
| 1. **Church Family Profile:**

*(Note: Percentage may add up to more than 100%)* | Are these figures -  | Estimated[ ]  | Actual[ ]  |
|  Single Adults 18-35 Click here to enter text. % |  Single w/children at home Click here to enter text. % |  Married Click here to enter text. % |
| Single Adults 36+ Click here to enter text. % |  Married w/children at home Click here to enter text. % |  Blended Families Click here to enter text. % |
|  |  |  |
| 1. **Education Level of Adults:**
 | Are these figures -  | Estimated[ ]  | Actual[ ]  |
| High School  | Click here to enter text. % | College  | Click here to enter text. % | Graduate School  | Click here to enter text. % |
| Specialty Training | Click here to enter text. % | Other | Click here to enter text. % | Please Specify:Click here to enter text. |
|  |
| 1. **Occupations of Participants:**

*(Note: Percentage may add up to more than 100%)* | Are these figures -  | Estimated[ ]  | Actual[ ]  |
| Business/Retail | Click here to enter text. % | Service | Click here to enter text. % | Agriculture | Click here to enter text. % |
| Construction | Click here to enter text. % | Education | Click here to enter text.% | Professional | Click here to enter text. % |
| Military | Click here to enter text. % | Technical | Click here to enter text. % | Manufacturing | Click here to enter text. % |
| Other *(specify below)* | Click here to enter text. % | Homemaker | Click here to enter text. % | Student | Click here to enter text. % |
| Other Explanation: Click here to enter text. |
| From Totals Above: | Employed Full TimeClick here to enter text. % | RetiredClick here to enter text. % |
|  |
| 1. **ORGANIZATIONAL INFORMATION** *(Check those currently active)*
 |
| 1. **Worship**
 | How many worship services per week? | Click here to enter text. |
| [ ] Traditional  | [ ] On Site | [ ] Off Site | Average Attendance: | Click here to enter text. |
| [ ] Contemporary  | [ ] On Site | [ ] Off Site | Average Attendance: | Click here to enter text. |
| [ ] Other | SpecifyClick here to enter text. | Average Attendance: | Click here to enter text. |
| Total weekly average attendance from all services:Click here to enter text. |
|  |
| 1. **Educational Ministries – Average Weekly Attendance**
 |
| Children’s Church School | Click here to enter text. | Adult’s Church School | Click here to enter text. |
| Weekly Children’s Program | Click here to enter text. | (Name of Program)Click here to enter text. |
| Weekday Adult Groups | Click here to enter text. | (Name of Program)Click here to enter text. |
|  | Click here to enter text. | (Name of Program)Click here to enter text. |
| Total Average Weekly Education Attendance | Click here to enter text. |
|  |
| 1. **Administrative and Oversite Groups**
 |
| [ ]  Board | [ ]  Cabinet | [ ]  Personnel | [ ]  Pastoral Relations |
| [ ]  Elders | [ ]  Diaconate | [ ]  Deacons | [ ]  Deaconesses |
| [ ]  Planning/Functional Committees | How many?Click here to enter text. | [ ]  Other Groups | Specify other groupsClick here to enter text. |
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| 1. **Ministries and Service Groups Within the Congregation (List all)**
 |
| List all active ministry and service groups and share information about their activities, focus and ministry.Click here to enter text. |

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| 1. **STAFF *(label those presently employed/serving as “FT”- full time; “PT”- part time; or "V" - Volunteer)***
 |
| Choose an item. | Pastor |  | Choose an item. | Youth Minister/Director | Choose an item. | Office Staff | # Click here to enter text. |
| Choose an item. | Co-Pastor(s) | # Click here to enter text. | Choose an item. | Education Director | Choose an item. | Other *(Please Specify)*Click here to enter text. |
| Choose an item. | Associate Minister(s) | # Click here to enter text. | Choose an item. | Organist/Accompanist |
| Choose an item. | Music Minister/Director | # Click here to enter text. | Choose an item. | Administrator |
| 1. **PROPERTY**
 |
|  | Year Erected | Adequate? |
| 1. Sanctuary
 | Seating Capacity | Click here to enter text. | Click here to enter text. | Yes[ ]  | No[ ]  |
| 1. Education Unit
 | # of Classrooms | Click here to enter text. | Click here to enter text. | Yes[ ]  | No[ ]  |
| 1. Fellowship Facility
 | Seating Capacity/ | Click here to enter text. | Click here to enter text. | Yes[ ]  | No[ ]  |
| Tables | Click here to enter text. | Yes[ ]  | No[ ]  |
| 1. Administrative Facility
 | # of Offices | Click here to enter text. | Click here to enter text. | Yes[ ]  | No[ ]  |
| 1. Off Street Parking
 | # of Spaces | Click here to enter text. | Paved? |
| Yes[ ]  | No[ ]  |
| 1. Building Program:
 | Yes[ ]  | No[ ]  | Projected?[ ]  |
| If Building Program is “Yes” or “Projected”, describe:Click here to enter text. |
| 1. Church Location (*check all which are applicable)*
 |
| [ ]  Downtown | [ ]  Inner City | [ ]  Urban | [ ]  Suburban |
| [ ]  County Seat | [ ]  Neighborhood | [ ]  Rural | [ ]  Bedroom Community |
| [ ]  Small Town |  |  |  |
| 1. Parsonage:
 | [ ]  Yes [ ]  No |
| # of BedroomsClick here to enter text. | # of BathroomsClick here to enter text. | Garage?[ ]  Yes[ ]  No | Age of ParsonageClick here to enter text. | Condition of ParsonageClick here to enter text. |
| 1. Other Facilities: *(such as senior housing, pre-school, camp, etc.)*

Click here to enter text. |
| 1. **COMMUNITY**
 |
| 1. Characteristics
 |
| [ ]  Industrial | [ ]  Commercial/ Retail | [ ]  College/ University | [ ]  Medical Center |
| [ ]  Agricultural | [ ]  Military | [ ]  Tourist/Recreational |
| 1. Population Changes
 |
| [ ]  Rapid Growth | [ ]  Slow Growth | [ ]  Other (*describe*)Click here to enter text. |
| [ ]  Rapid Decline | [ ]  Slow Decline |
| 1. Concerns
 |
| [ ]  Teen Needs | [ ]  Senior Citizen Needs | [ ]  Race Relations | [ ]  Alcohol/Drugs |
| [ ]  Crime | [ ]  Population Changes | [ ]  Unemployment([ ]  *Seasonal or* [ ]  *Chronic)* |
| [ ]  Other | *(List other concerns here)*Click here to enter text. |
| 1. Population Profile
 |
| Total PopulationClick here to enter text. | [ ]  Estimated | [ ]  Actual |
| Asian American Click here to enter text.% | African AmericanClick here to enter text. % | Hispanic AmericanClick here to enter text. % |
| HaitianClick here to enter text. % | Pacific IslanderClick here to enter text. % | Native American Click here to enter text. % |
| Middle EasternClick here to enter text. % | Euro American Click here to enter text. % | OtherClick here to enter text. %Click here to enter text. |
| 1. Demographic Trends: Ethnic trends, Religious trends, Economic trends, Political/Issue Trends – Describe your perception 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?

Click here to enter text. |
| 1. **FINANCIAL INFORMATION**
 |
| 1. Income & Expenses for the last four years, beginning with the most recent year: (*Year Book Information*)
 |
|  | **Year** | **Operating Receipts** | **Capital Receipts** | **Total Outreach Paid***(Include Disciples Outreach)* | **Total Disciples Outreach Paid***(DMF, WOC, Reconciliation, etc.)* |
| A | Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. |
| B | Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. |
| C | Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. |
| D | Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. | $Click here to enter text. |
| 1. Current Total Debt: $Click here to enter text.
 | Monthly Payment on this Debt:$Click here to enter text. |
| 1. Reserve/Restricted/ Endowment Funds:
 | Building - $Click here to enter text. | Savings - $Click here to enter text. |
| Permanent - $Click here to enter text. | Memorial - $Click here to enter text. | Other - $Click here to enter text.*(Specify)* Click here to enter text. |
| 1. **CONGREGATIONAL OUTREACH MINISTRIES** *(please list)*
 |
| 1. Community Ministries Program *(e.g. food pantry, tutoring, etc.)*

Click here to enter text. |
| 1. Participation in Christian Church (Disciples of Christ) *(district/area, cluster, regional, general)*

Click here to enter text. |
| 1. Ecumenical and Interfaith Activities *(with other denominations, religious groups, local and regional)*

Click here to enter text. |
| 1. **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. |
| **Name of Minister** | **Position** | **Date Began** | **Date Ended** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter text. |
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| 1. **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**. |
| Choose an item. | As a church, we respect and listen to each other and work things through without generating divisiveness. |
| Choose an item. | 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. |
| Choose an item. | Some have left our church because of conflict. |
| Choose an item. | Conflict hurts our sense of unity, but we tend not to talk about it. |
| Choose an item. | Painful experience with conflict has been present, but it has been worked through, and we have learned from the experience. |
| Choose an item. | We have had some painful experiences with conflict, and they linger in the background. |
| Choose an item. | Open conflict is present, and we need a minister who can help us deal with it. |
| Choose an item. | Other (*Specify)* Click here to enter text. |
|  | Comments: Click here to enter text. |
| 1. **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 you 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)?

Click here to enter text. |
| 1. Describe the processes you used to hear God’s unique call for your congregation.

Click here to enter text. |
| 1. Describe the Spiritual Disciplines that are regularly practice throughout this congregation.

Click here to enter text.  |
| 1. Describe your sense of God’s covenantal call to be a part of the Christian Church (Disciples of Christ) and broader ecumenical/interfaith ministries.

Click here to enter text. |
| 1. In what ways have members of the congregation been engaged in the Search and Call discernment process?

Click here to enter text. |
| 1. What are the ministry opportunities you see in your particular context? What are the resources and gifts you have within the congregation to respond to these opportunities (including particular talents represented by members of the congregation; financial and other resources you have; the traditions you have manifested over the years)?

Click here to enter text. |
| 1. Describe the congregation’s strengths and growing edges.

Click here to enter text. |
| 1. Describe the ways you make decisions and carry them out as a congregation.

Click here to enter text. |
| 1. How is this congregation relevant to the needs of (a) the local community, (b) Disciples mission, and (c) the world?

Click here to enter text. |
| 1. How does this congregation bear witness in tangible ways to God’s healing, welcoming, reconciling presence in a broken world?

Click here to enter text. |
| 1. **GOALS OF THE CONGREGATION FOR THE NEXT FIVE YEARS**

*List four. Attach recent congregational mission statement and goals if available.* |
| 1. Click here to enter text.
 |
| 1. Click here to enter text.
 |
| 1. Click here to enter text.
 |
| 1. Click here to enter text.
 |
| 1. **PERSONAL AND PROFESSIONAL QUALIFICATIONS**
 |
| 1. Name the personal/professional qualifications you desire in your pastor.
 |
| 1. Click here to enter text.
 | 1. Click here to enter text.
 |
| 1. Click here to enter text.
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 |
| 1. Click here to enter text.
 | 1. Click here to enter text.
 |
| 1. Click here to enter text.
 | 1. Click here to enter text.
 |
| 1. Educational Level *(check one)*
 |
| High School[ ]  | Undergraduate[ ]  | Seminary[ ]  | Doctoral[ ]  | Other[ ]  |
| If other, please explain. Click here to enter text. |

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| 1. **COMPENSATION, HOUSING, BENEFITS, EXPENSES. OUR CONGREGATION WILL PROVIDE THE FOLLOWING:**
 |
| 1. Salary/Housing

We can provide a **cash salary** and **housing** (including utilities, furnishing, 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[ ]  |  |  |  |  |  |
| 1. Provided Housing
 |
|  [ ]  Parsonage Fair Rental Value $ Click here to enter text. (per month) |
| 1. Pension

[ ]  Pension Fund *(14% of combined value of cash salary and housing allowance/parsonage fair rental value)* | $Click here to enter text. |
| 1. Vacation

 [ ]  Days Click here to enter text. including Click here to enter text. Sundays | $Click here to enter text. |
| 1. Continuing Education:

 [ ]  Days Click here to enter text. including Click here to enter text. Sundays | $ Click here to enter text. |
| 1. Sabbatical

 [ ]  Click here to enter text. Months after Click here to enter text. years | $Click here to enter text. |
| 1. Family/Medical Leave

 [ ]  Click here to enter text. Weeks [ ]  Negotiable |
| 1. Health Insurance
 |
| [ ] Taxable Stipend | [ ] Negotiated Plan | [ ] Other | [ ] CanadaSupplemental Health Plan |
| 1. Reimbursable Professional Expenses
 |
| Auto Allowance$Click here to enter text. | Assembly/Meeting Expenses$Click here to enter text. | Books$Click here to enter text. | Miscellaneous$Click here to enter text. |
| 1. Reimbursement for cost of mandatory Criminal Background Check (CBC) $160
 | Yes[ ]  | No[ ]  |
| 1. Moving Expenses

The congregation will provide [ ]  **all** OR [ ]  **up to** $Click here to enter text. | Negotiable[ ]  |
|  |
| 1. **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). It is expected that all ministers will demonstrate competency in each of these areas, but will excel in some more than others. Part of the Search & Call process is discerning a good match between the skills of the pastor and the needs of thecongregation. In light of where growth is desired and God is calling you, please indicate the **top 4 skills** needed in your next pastor. |
|[ ]  **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. |
|[ ]  **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. |
|[ ]  **Communication**Be an effective communicator and able to facilitate effective communication within and on behalf of the church. |
|[ ]  **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. |
|[ ]  **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. |
|[ ]  **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. |
|[ ]  **Ethics**Able to help parishioners think critically about the relationship of their faith to issues of justice, ethics and morality. |
|[ ]  **Evangelism**Able to motivate congregational members to share their faith through word and action. |
|[ ]  **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. |
|[ ]  **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. |
|[ ]  **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. |
|[ ]  **Spiritual Development**Establish and maintain spiritual disciplines that lead to personal growth and help others develop a rich spiritual life. |
|[ ]  **Stewardship**Able to develop and encourage healthy stewards who recognize and share generously God’s abundant gifts for all creation. |
|[ ]  **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. |
|[ ]  **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). |
|[ ]  **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. |

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| Optional: Please include any comments regarding the 4 skills identified and/or how you identified them.Click here to enter text. |
| 1. **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> |
| 1. **ADDITIONAL INFORMATION**

*(Please use space below or attach your documentation to this packet)* |
| Click here to enter text. |