

MINISTRY DISCERNMENT PROFILE

MINISTRY PROFILE INFORMATION



This form is only to be used by the COM, Session, and PNC as a tool of discernment before posting the MDP online.

Ministry Name: _____

Congregation or Organization Size (select one) :

- _____ N/A
- _____ Under 100 members
- _____ 101-250 members
- _____ 251-400 members
- _____ 401-650 members
- _____ 651-1000 members
- _____ 1001-1500 members
- _____ More than 1500 members

Average Worship Attendance: _____

Church School Attendance: _____

Curriculum: _____

Community Type (select one):

- | | |
|------------------|------------------|
| _____ N/A | _____ Suburban |
| _____ Rural | _____ Urban |
| _____ Village | _____ College |
| _____ Town | _____ Recreation |
| _____ Small City | _____ Retirement |

Intercultural Composition (Race/Ethnicity - Percent of Congregation):

- | | | |
|--|-------|---|
| Prefer not to answer | _____ | % |
| Asian/Pacific Islander/South Asian | _____ | % |
| Black/African American/African | _____ | % |
| Hispanic/Latinx | _____ | % |
| Native American/Alaska Native/Indigenous | _____ | % |
| Middle Eastern/North African | _____ | % |
| White | _____ | % |
| Multiracial | _____ | % |

MINISTRY DISCERNMENT PROFILE: POSITION REQUIREMENTS

Position Type (*select one*):

<input type="checkbox"/> Administrator	
<input type="checkbox"/> Associate Director	<input type="checkbox"/> Pastor, Yoked Ministry
<input type="checkbox"/> Associate Pastor (Christian Education)	
<input type="checkbox"/> Associate Pastor (Other)	<input type="checkbox"/> Pastoral Counselor
<input type="checkbox"/> Associate Pastor (Youth)	
<input type="checkbox"/> Campus Ministry	<input type="checkbox"/> Seminary Staff
<input type="checkbox"/> Chaplain	
<input type="checkbox"/> Christian Educator (Certified)	<input type="checkbox"/> Solo Pastor: Installed
<input type="checkbox"/> Christian Educator (non-certified)	<input type="checkbox"/> Solo Pastor:
<input type="checkbox"/> Church Business Administrator	<input type="checkbox"/> Temporary
<input type="checkbox"/> Co- Pastor	
<input type="checkbox"/> College/Seminary Faculty	<input type="checkbox"/> Stated Clerk Presbytery
<input type="checkbox"/> Commissioned Ruling Elder	
<input type="checkbox"/> Communicator	<input type="checkbox"/> Synod Executive
<input type="checkbox"/> Coordinator	
<input type="checkbox"/> Director of Music (non-ordained)	<input type="checkbox"/> Transitional Pastor
<input type="checkbox"/> Evangelist or Mission Pastor	<input type="checkbox"/> Youth Director (Non-
<input type="checkbox"/> Executive Director	<input type="checkbox"/> ordained)
<input type="checkbox"/> Executive Pastor	
<input type="checkbox"/> Finance Manager	
<input type="checkbox"/> Funds Developer	
<input type="checkbox"/> General Assembly Staff	
<input type="checkbox"/> General Presbyter/Executive Presbyter/Presbytery	
<input type="checkbox"/> Leader	
<input type="checkbox"/> Head of Staff / Senior Pastor	
<input type="checkbox"/> Media Specialist	
<input type="checkbox"/> Mid-Council Program Staff	
<input type="checkbox"/> Minister of Music (ordained)	
<input type="checkbox"/> Mission Co-worker (International)	
<input type="checkbox"/> Pastor (Bivocational/Tentmaker)	
<input type="checkbox"/> Pastor (church planter, new church development, new worshipping community)	
<input type="checkbox"/> Pastor Interim	

Experience Required (*Select one*):

- No Experience/First Ordained Call
- Up to 2 Years
- 2-5 Years
- 5-10 Years
- More than 10 Years

Specify Title / PT Work Hours (if applicable): _____

Employment Status:

- Full-time
- Part-time
- Full-time/Part-time
- Bi-Vocational

Training/Certificate Requirements:

- Interim Ministry Training
- Certified Christian Educator
- Conflict Mediator Training
- Interim Executive Presbyterian Training
- Certified Business Administrator
- Clinical Pastoral Education Training

Other Training: _____

Language Requirements:

- English
- Spanish
- Korean

Other Languages: _____

Statement of Faith Required:

- Yes
- No

Are you open to a clergy couple:

- Yes
- No

MDP Application Deadline (if applicable): _____

Church Mission/Vision Statement (1500 character limit, which includes punctuations and spaces):
(Please attach with the MDP Narratives questions from p 5 in a Word document)

Tasks, expectations, duties, supervision, assignments, and responsibilities for the position (1500 character limit, which includes punctuations and spaces): *(Please attach with the MDP Narratives questions from p 5 in a Word document)*

**A range for the Effective salary is needed for matching purposes.
The maximum effective salary is not published anywhere.
Effective salary is cash salary plus housing allowance or manse value and other
compensations.
See Effective Salary Definition at Board of Pensions of the PC(U.S.A.).**

Minimum Effective Salary: \$ _____

Maximum Effective Salary: \$ _____

_____ **Housing Type** (*select all that apply*):

- _____ Manse
- _____ Housing Allowance
- _____ Open to either
- _____ N/A

MDP Narratives. Please fill out the following narrative questions about your Congregation (1500 character limit per question, including punctuations and spaces):
(final in a Word document)

How would you describe the congregation's/organization's specific vision for ministry? How will this vision impact the community? Is the congregation part of a ministry vision or program?

What is the nature and context of the community in which your congregation lives out its Mission/vision? How will you address the emerging needs that are impacting your community?

How will this call help complement the responsibilities of other staff/volunteer positions and the life of the congregation/organization so that you may accomplish your short and long-term goals for ministry?

Provide a description of the skills, gifts, and training the person you hope will become a part of your ministry must have to lead the congregation towards the vision and mission established.

What areas of ministry do you expect the person called to be responsible for? Share specific tasks, assignments, and programs.

List any links that support the answers to your narratives or highlights the ministries within your Church/organization.

Equal Employment Opportunity:

The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore, no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than stated in this Constitution. (F-1.0403) Each Pastor Nominating Committee and Search committee is expected to undertake its search for a Teaching Elder in a manner consistent with the good news that in the Church '...as many of you as were baptized into Christ have put on Christ. There is neither Jew nor Greek, there is neither slave nor free, there is neither male nor female; for you are all one in Christ Jesus.

Please accept the following:

The Pastor Nominating Committee and Search committee has affirmed its intention to follow the Form of Government in this regard.

References

(Please enter at least three references of individuals who have had connections with the congregation and are not currently involved in the congregation):

Reference #1

Name: _____

Relationship: _____

Phone: _____

Email: _____

Reference #2

Name: _____

Relationship: _____

Phone: _____

Email: _____

Reference #3

Name: _____

Relationship: _____

Phone: _____

Email: _____

Assign a PNC Chair Contact. Fill out the contact information for the individual that will serve as the Pastor Nominating/Search Committee Chairperson/Mid-council Search Committee Chairperson for this MDP:

Name: _____

Preferred Phone: _____

Alternate Phone: _____

Fax: _____

Email Address: _____

Address 1: _____

Address 2: _____

City: _____

State: _____

Zip Code: _____

Please note this section is not part of the MDP. This section of your matching preferences will be made available under your MDP list panel, in the actions when your MDP has been approved by your Clerk of Session and COM Chair. The icon is a clipboard.

MDP Competency Match Criteria

Read the descriptions of each trait. Evaluate and discern how important each trait is for the particular position the organization is seeking a candidate. When the PNC has evaluated the traits, select a percentage number, according to the discernment the PNC has come to, in each description.

Type in a number from 0-100, in increments of 5)

Expresses concentration in a conversation by being attentive, making good eye contact and not interrupting other, showing interest and showing empathy for what is being said.

_____ %

Analyzes their audience before talking to them, adjusting to different circumstances and audiences, so to make each individual feel as they are speaking to them.

_____ %

Can communicate the observations they make when identifying weaknesses within ministry, themselves or the community in a wise and discerning way, explaining their vision and responding why and what kind of change is required.

_____ %

Embraces the humanity and Christian principles from the values, stories and objectives passed through generations, using Reformed Theology as their root of principles and vision, using traditions in worship or ministry as a means of comfort and belonging.

_____ %

Takes time to examine the task, needs and capabilities of the situation and people, choosing the best way to respond to each one by assessing their approach to lead a team, and shares their plans with the members of the team.

_____ %

Self motivated individual that takes the initiative to start and finish a task given, while working towards a goal, so they can enjoy the rewards of solving a problem. %

Values their experience in life, they continue their education, builds on strengths and seeks assistance to develop the weak traits. %

Creates learning opportunities for active participants and as a collaborative way, by designing lesson plans that teach concepts, facts and theology. %

Contributes intentionally to the happiness and well-being of others, by having genuine interest in seeing others thrive, providing honest and genuine feedback and acknowledging relationships. %

Thrives in challenges with humility and vulnerability, recognizing that asking for help makes them better at their job and surrounding themselves with people that can be smarter at different things. %

Recognizes how their emotions affect their performance, their inner resources, abilities and limits, and are honest in their positive and negative biases, and own strengths and weaknesses. %

Sees the differences in society as values for ministry and recognizes the strengths and weaknesses in each by studying, talking and involving themselves in the discussion of issues. %

Defines roles clearly in an interdependent environment forming trust form others in their future planning, goal setting/defining and finds the means along the way to produce a vision with creative work and play. %

Communicates goals and expectations clearly, delegating onto others certain tasks they acknowledge to have a better result and is able to plan, prioritizing and studying the capabilities of the organization financially or in human resource. %
