

Date

Position to be filled

## United Church of Christ

### LOCAL CHURCH PROFILE FOR LOCAL CHURCHES SEEKING NEW LEADERS

#### Local Church Statement of Consent

The covenantal relationship between a church and those called by that church to serve as pastors and teachers and in other ministerial positions is strengthened when vital information is openly shared by covenantal partners. To that end, we attest that, to the best of our abilities, we have provided information in this profile that accurately represents our church. We have not knowingly withheld any information that would be helpful to candidates. As the committee charged with the responsibility for identifying and recommending a suitable new minister for our church, we have been authorized to share the information herein with potential candidates

We understand that a candidate may wish to secure further knowledge, information, and opinion about our church. We encourage a candidate to do so, recognizing that an open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position.

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Signature of Search Committee Chairperson

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Date

#### **Church**

Name: Richfield United Church of Christ

Address: 4340 West Streetsboro Road

City, State, Zip: Richfield, Ohio, 44286

Church website: [www.richfielducc.com](http://www.richfielducc.com)

#### **Search Committee Chairperson or Contact Person**

Name:

Address:

City, State, Zip:

Telephone:

Fax:

E-Mail:

Date

Position to be filled

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Please return the completed document to your conference or association office.

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**2. Address:** 4340 West Streetsboro Road

City, State, and Zip: Richfield, Ohio, 44286

Church Website: [www.richfielducc.com](http://www.richfielducc.com)

**3. Name of Search Committee Chairperson/Contact Person:**

Address:

City, State, and Zip:

Telephone:

Email:

FAX:

**4. Conference/Association Staff Person Assisting Our Church:** Rev. Dr. Rita M Root

Address: 960 Portage Trail

City, State, Zip: Cuyahoga Falls, OH 44221

Telephone: 330-940-2220

Email: [rita@eoawraucc.org](mailto:rita@eoawraucc.org)

FAX:

### MEMBERSHIP INFORMATION

5. Membership: *(as reflected in the eleven year UCC Statistical Report for our church;  
"est. " indicates the figure is an estimate)*

	Last Year	5 Years Ago	10 Years Ago
a. # Church members	300	396	419
b. Average attendance at worship	116	120	0 (160)
c. Average participation of children/ youth in C.E.	34	17	79
d. Average weekly participation in adult education	16	8	39
e. # Members who are ordained clergy	1	-	-

## 6. Profile of Congregation

Estimate percentage of congregation. Each category should add up to 100%.

### a. Age:

1.72 % ages 0-5  
15.52 % ages 6-18  
4.31 % ages 19-34  
12.07 % ages 35-49  
20.69 % ages 50-64  
31.03 % ages 65-74  
14.66 % ages 75+

### b. Education level of adults:

1 % completed less than high school  
27 % high school graduates  
22 % some college/vocational school  
36 % college graduates  
14 % graduate school

### c. Family units:

17.8 % couples with children at home  
48.2 % couples without children at home  
30.4 % single  
3.6 % single parent with children at home

### d. Occupation of adults:

17.5 % business  
3.75 % clerical  
0 % farmer/rancher  
8.75 % laborer/manufacturing  
27.5 % professional  
3.75 % student  
8.75 % tradesperson  
30.0 % other

### e. Employment:

44.7 % employed  
9.6 % not currently employed  
45.7 % retired

**f. Describe the racial-ethnic makeup of your congregation:** Almost entirely white, primarily Anglo-Saxon. Quite a few families of long history in Richfield

## CHURCH FINANCES

*(Figures reflect the eleven year UCC statistical reports as well as the church's annual reports)*

	Last Year	5 Years Ago	10 Years Ago
<b>7. Total Church Income</b>			
a. Members offerings and pledges	195,35.00	196,643.00	152,422.00
b. Interest from investment or endowments	5,106.00	9,287.00	5,410.00
c. Principal reduction (endowments or investments)	72,552.00	9,900.00	
d. Rentals	2,160.00	6,088.00	1,595.00
e. Special Fundraising	4,308.00	18,880.00	
f. Other	22,764.00	87,899.00	38,285.00

If the church has conducted an annual stewardship campaign, list results for the past two years:

Goal: \$                      Pledges: \$ 160,382.00                      Actual Received: \$ 165,184.00

Goal: \$                      Pledges: \$158,022.00                      Actual Received: \$162,406.00

	<b>Last Year</b>	<b>5 Years Ago</b>	<b>10 Years Ago</b>
<b>8. Total Operating Budget</b>	\$176,182.00	264,032.00	-
a. Our Church's Wider Mission Basic Support	12,000.00	5,000.00	14,000.00
b. Our Church's Wider Mission Special Support	5,500.00	6,500.00	6,937.00
c. Other gifts	1,527.00	3,000.00	31,348.00
d. Current local expenses	157,155.00	249,382.00	149,943.00
e. Annual capital payments	-	-	-
f. Other debt	-	-	-

**9. Identify UCC special offerings the church receives throughout the year and the amounts from last year:**

- X\_\_\_\_\_ One Great Hour of Sharing                      \$1,307
- X\_\_\_\_\_ Neighbors in Need                                      \$375
- X\_\_\_\_\_ Christmas Fund    \$652
- X\_\_\_\_\_ Strengthen the Church                                      \$225
- X\_\_\_\_\_ Basic Support for Our Church's Wider Mission (only if received through special offerings and not included as a regular budget item in #8 above.)

**10. Mission**

- a. Beyond your contributions through the UCC, name the most significant local or global missions/ministries or agencies that were financially supported by your local church last year and the amount of support:

Name	Amount
1. Barb Simmons Scholarship	\$2000
2. Feed My Sheep Soup Kitchen	
3. Sponsored Child from South America- Maria	
4. Retirement Village	
5. Youth Group	

- b. What mission project has excited your church the most in the past three years? Why?

\*\*\* After polling the congregation it was evident there was no way to single out one project that has excited the church the most.

**11. Indebtedness**

- a. Total amount of outstanding mortgages/capital debt: \$ 0

- b. Total amount of other debt: \$ 0

Describe:



f. If the church owns a parsonage, describe it: None

Address:

City, State, Zip:

Number of Rooms:

Number of Bedrooms:

Number of Bathrooms:

Description:

Distance from Church

Handicapped Accessible? Yes

No Partial

### FINANCIAL SUPPORT OF MINISTERIAL LEADERS

#### 14. If your conference has compensation guidelines, do you follow them?

yes

yes for some compensation items but not all

no

Does the church consider this position to be full time or part time?

Full Time

Part Time (specify)

How will church members be supportive of a part time or bivocational pastor who may need another job to supplement the church salary?

#### 15. Salary History

To provide a profile of salaries for the position you are seeking to fill, indicate salaries at the beginning and ending of the ministers' tenure. Do not include interim positions. If a parsonage is provided, insert the letter "P" in the space provided. *Provide information for the last 3 leaders or the last ten years.*

	Start Date				End Date			
	Year	Salary	Housing	Parsonage	Year	Salary	Housing	Parsonage
a. Last	2001	31,733	12,789	N/A	2012	37,121	16,400	N/A
b. Previous	1982	15,000	9,120	N/A	1998	26,600	12,441	N/A
c. Next previous	1971	9,120	N/A	N/A	1980	11,000	8,300	N/A

#### 16. During the above period, has your church ever failed to fulfill its financial obligations to its pastor?

yes

no

If yes, please comment:

## 17. Salary, Benefits, and Expenses Offered

a. Cash salary offered \$ 38,000

Conference recommended salary range: \$ 38,027- 39,127

b. Housing: \$ 11,738

Housing allowance only     Parsonage only     Would consider offering either

c. Customary benefits:

- Vacation: 4 weeks annually
- Maternity/paternity leave
- UCC Retirement Annuity (14% of salary and housing)
- UCC Life and Disability Insurance Benefits
- UCC Health Benefits ( other health benefits)
- UCC Dental Benefits ( other dental benefits)
- Social Security/Medicare Offset
- Continuing Education Funds
- Continuing Education Time
- Sabbatical Leave
- Other benefits (specify)

d. Ministry Expenses

- Travel Reimbursement
- Meeting Expense Reimbursement
- Books and Periodicals
- Reimbursement of Criminal Background Check Fee
- Moving Expenses

## COMMUNITY CHARACTERISTICS

### 18. Population

a. Population of total city or town in which your church is located:

5,906 for 2012, zipcode 44286

b. Describe the population by racial-ethnic category and identify the source of the information:

95.1 % White	1.8% Asian	1.0% Black
0.7% Hispanic	1.4% Pacific Islander/Native American/other	

### 19. Economic Factors

Identify major sources of employment/income in your community:

- a. Transportation
- b. Small businesses
- c. Corporate offices

20. General Description (*Add \*\*\* if the information came from a survey of the congregation*)

a. Describe three distinctive attributes of your community:

1. \*\*\* Semi rural community located between two major metropolitan areas and with easy access to several major highways
2. \*\*\* Good school system with strong, well educated parent support.
3. \*\*\* Primarily upper middle class community, financially stable, living in average to large homes

b. Identify major trends you envision in your community during the next five years:

1. \*\*\* Minimal population growth
2. \*\*\* More developed infrastructure
3. \*\*\* Increase in aging population

c. List three or four problem areas confronting your community that members feel your church should address:

1. \*\*\*Connecting with families and youth
2. \*\*\* Aging population wanting to remain independent
3. \*\*\*Financial concerns and isolation of older individuals

d. Indicate Mission Activities

1. In which your church participates as a part of its mission in the community:

Feed My Sheep Soup Kitchen, Youth ministry, Adult Mission group, Hobbitts Preschool, Retirement Village

2. In which your church expects the leader you are now seeking to participate:

Youth/Adult missions, Hobbitts preschool

e. Describe how your church building is now being used by the community:

Blood drives, voting location, Boy Scouts, AA, Hobbitts Preschool, Weddings, music lessons, funerals, baptisms

f. Indicate the number of school districts from which members of your church are drawn:

one       two       three or more

## CONGREGATIONAL LIFE

*(Add \*\*\* if the information came from a survey of the congregation)*

### 21. Identify major trends you envision in your church in the next five years

\*\*\* Membership getting older

\*\*\* Working to attract younger members

\*\*\*Updating our facility including Retirement Village

### 22. Planning

a. All churches do planning. How would you characterize the way planning is done in your church?

Boards plan projects, programs and budget. Council oversees the boards plans and approves the budget. Council presents the budget to congregation while helping to guide plans in the areas of spirituality and church growth.

b. What expectations do you have of the person you are seeking in relation to the planning that takes place?

Should assess and lead in the process of long term planning as well as promote to the congregation while helping to guide plans in the areas of spirituality and church family growth

c. When is the last time your church undertook a period of discernment and long-range planning in an intentional way?

A capital campaign 5 years ago

d. What were the outcomes of your intentional long-range planning?

A list of needs/wants were presented to the congregation.

e. Does your church have any plans to undertake a period of intentional long-range planning in the future?

Not at this time, but should start the process with the new pastor

### 23. Reflections on Congregational Life

Comment on the following with what you believe to be the generally-held responses of the congregation. If more space is needed, use additional pages. *(Add \*\*\* if information came from a survey of the congregation)*

a. Identify the three most important faith experiences or events in the history of your church and the year each took place:

Event	Year
1. Retirement Village built	1970-71
2. Life of Paul Program begun (see 23f)	1972
3. Mission group formed	2003

b. Identify the most challenging faith experience or event in the life of your church in the last three years and what the church learned from it:

\*\*\* 1) Stresses and issues related to pastoral changes. The Congregation learned that “we’ll be okay.”

\*\*\*2) Issues over personal conduct while on mission trips. Resolved through adoption of comprehensive policy statement covering personal conduct and other expectations

c. What is God calling your church to do/become over the next few years?

\*\*\* God is calling out church to grow our congregation and strengthen our outreach programs

d. Describe how the church expects the person you are seeking to help your church reach these goals:

\*\*\* The church expects the person we are seeking to help lead the congregation towards these goals

e. Chose the statement that most accurately describes the theological/faith stance of your church: *You may check more than one.*

We tend to be theologically conservative.

We tend to be theologically moderate to conservative.

We tend to be theologically moderate.

  X   We tend to be theologically moderate to liberal.

We tend to be theologically liberal.

We tend to be quite diverse theologically.

Other

Comments:

f. Describe the educational program of your church:

Identify the curriculum/a used in your church school and the person or committee responsible for selection of curriculum/a:

Sunday School- the curriculum is selected by the teachers

Vacation Bible school

Life of Paul- VBS like program for children focused on the ministry of Paul in the early churches

Lenten Program

Childrens Bell Choir

Confirmation- Pastor picks the curriculum

Youth Group

Indicate resources used for Confirmation and the person or committee responsible for the selection of these resources:

Resources are the Bible, Pastor & UCC Affirming faith. The Pastor is responsible for the selection of the resources

Are there educational opportunities for all ages?

Yes

Does your church have a written Safe Church Policy?

  X   Yes

No (If No, has a group worked on this issue in the past? What was the outcome?)

Includes background check and fingerprinting

g. Describe how the church expects the person you are seeking to participate in the congregation's educational programs:

-Participate in the Adult Sunday School and involved in children educations (ex. Children time during service and special programs

h. Describe how programs or ministries of your church are evaluated:

Teaching staff evaluates and decides what will be used. There is no formal evaluation.

i. Describe the strengths or positive qualities of your church: (Add \*\*\* if information came from a survey of the congregation.)

\*\*\* Friendly, caring, congregation

\*\*\* Willing to meet the needs of the church and fulfill vision

\*\*\* Outreach: Retirement Village, preschool, community organizations

\*\*\* Competent lay leadership

24. Indicate major boards, committees, small groups, and organizations that are a part of your church; the frequency of meetings (monthly, weekly, etc.); and expectations for leadership. For leadership role use: 1 = pastor takes primary initiative and responsibility; 2 = pastor and laity share responsibility; 3 = laity take primary initiative and responsibility; 4 = the pastor's presence is expected periodically/occasionally.

<u>Board/Committee</u>	<u>Purpose</u>	<u># Members</u>	<u>Frequency</u>	<u>Leadership</u>
Church Council	Responsible for development and execution of the total program of the church	7	monthly	4* always expected
Personnel	Submit to the congregation nominees for elective offices. Keep up to date list of church members.	3	Twice a year	N/A
Worship and Parish Ministry	Ministry to church, individuals community and world	6	monthly	4
Christian Ed	Church School curriculum and organizing programs for congregation	7	monthly	4
Stewardship and Administration	Care and maintenance of property business and finances	8	monthly	4
Pastoral Relations	Preforms functions committee and pastor deem necessary	3-5	Annually	2
Retirement Village Board of Trustees	Retirement Village business	3	4 times a year	4
Hobbits Nursery School	Nursery school business	7	4 times a year	4
<u>Ongoing Small Groups</u>	<u>Purpose</u>	<u># Members</u>	<u>Frequency</u>	<u>Leadership</u>
Mens group	Mens discussion group	10	weekly	N/A
Womens Group	Womens dicussion group	6	weekly	N/A
Mens Health Group	Mens dicussion/support group on health	8	monthly	N/A
Book Club	Group discussion on book	10	monthly	N/A

## 25. Conflict

Most churches experience conflict at various times. Characterize your church's experience with conflict given the following possibilities. Indicate the extent to which each statement describes your church: C = closely; S = somewhat; N = not at all.

- S as a church, we respect and listen to each other and work things through without generating divisiveness
  - S 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
  - C some have left our church because of conflict
  - S conflict hurts our sense of unity, but we tend not to talk about it
  - C painful experience with conflict has been present, but it has been worked through, and we have learned from the experience
  - S we have had some painful experiences with conflict, and they linger in the background
  - N open conflict is present, and we need a minister who can help us deal with it
- other Specify:

Comment:

Pastor Arndt's ministry had conflict at the end (13 years ago) but the last 10 years have been more peaceful and relatively conflict free

## 26. Worship

- a. Describe the weekly worship schedule (number of services, times, languages in which the services are conducted, frequency with which communion is included, special emphases such as healing services, contemporary worship, etc.)

Two services at 8:00 and 10:15. Services are conducted in English/ Communion is included once a month. There are elements of a contemporary worship including a powerpoint on a screen, and occasional praise and response

- b. Are your worship services or church gatherings sign language interpreted?

Yes  No

Are there particular ministries with persons with developmental disabilities or mental illness?

Comment

No

- c. Identify how worship is planned on a regular basis in your church

by a worship committee

by the pastor

by the pastor in consultation with the church musician

other - specify: All of the Above

- d. Describe the style and content of preaching valued by your congregation:

\*\*\* Melding the bible passage in historical context, biblical theme and then relating the message and making it "personal" to the congregation.

e. Describe the role in worship of the person you are seeking:

\*\*\* Using the style and content from part d along with specialty and traditional calendar services

f. What hymnal(s) are currently used by your congregation in worship?

1974 UCC hymnal, New Century Hymnal, online hymnal

g. Have you considered using another hymnal?

When needed

h. Churches have a variety of practices related to the use of Inclusive Language in worship services.

(Some churches have made the decision not to change any language in worship; others are intentionally inclusive in their references to people avoiding words such as "mankind". Some avoid exclusively male references for God and seek to include male and female images as well as a variety of metaphors; other churches exercise care in the words of the liturgy but still utilize "traditional" hymns.) How important is this issue to your church?

\*\*\* This issue has not received a lot of conversation and when asked the congregation had a variety of opinions.

## WIDER CHURCH CONNECTIONS

### 27. United Church of Christ

a. Association, conference, or other denominational programs and activities in which church members participate:

Do you send delegates to association and conference meetings?

Regularly  Occasionally  Never

Have members of your church ever served as delegates or visitors to General Synod?

Yes  No  Not Sure

b. Association, conference, or other denominational settings in which your church expects the leader you are now seeking to participate:

Western Reserve Association, General Synod of UCC

c. Choose the word that best describes how lay leaders of your church consciously identify with the United Church of Christ:

closely  moderately  nominally  other

Comment:

**28. Ecumenical and Interfaith Activities**

- a. Describe ways your church participated in ecumenical and interfaith activities during the past three years:

N/A

- b. Describe how your church expects the leader you are now seeking to participate in ecumenical and interfaith activities:

It is not a priority at this time, but open to future opportunities.

**RELATIONSHIP WITH MINISTERIAL LEADERS**

**29. Relationship With Prior Leaders**

- a. Characterize your church's experience with pastoral leaders over the past 15 years.

*You may check more than one response:*

In general, our lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership.

We have had some fairly rocky moments, but we have worked them through, and relationships with pastoral leaders have grown in significant and important ways.

We have had some tough times and things did not always work out.

Other. Specify:

Comment: Overall the relationship was cooperative

- b. Indicate the tenure of the last three installed persons who filled the position you are seeking to fill.

Do not include interim:

	Name	From	To
1.	Rev. Raymond Deuring	2001	2012
2.	Rev. Gary Arndt	1982	1998
3.	Rev Merlin Conrad	1971	1980



### 32. Leadership Expectations

A list follows of 45 items which represent a range of qualities in the ministry of the church. Place an "X" beside the 12 items which your church feels are the most important aspects of ministry for your church at this time. All the qualities are important. However, please mark those 12 which you feel need first priority at this time. Do not rank the items. If the aspects you consider to be important are not included in the list, place them at the end in the blanks provided. Mark only 12 of the following items. Do not rank the items.

#### Our church needs a person who...

1.  is an effective preacher/speaker
2. \_\_\_\_\_ continues to develop his/her theological and biblical skills
3.  helps people develop their spiritual life
4. \_\_\_\_\_ helps people work together in solving problems
5.  is effective in planning and leading worship
6. \_\_\_\_\_ has a sense of the direction of his/her ministry
7. \_\_\_\_\_ regularly encourages people to participate in United Church of Christ activities and programs
8. \_\_\_\_\_ helps people understand and act upon issues of social justice
9. \_\_\_\_\_ is a helpful counselor
10. \_\_\_\_\_ ministers effectively to people in crisis situations
11.  makes pastoral calls on people in hospitals and nursing homes and those confined to their homes
12. \_\_\_\_\_ makes pastoral calls on members not confined to their homes
13.  is a good leader
14.  is effective in working with children
15. \_\_\_\_\_ builds a sense of fellowship among the people with whom he/she works
16. \_\_\_\_\_ helps people develop their leadership abilities
17. \_\_\_\_\_ is an effective administrator
18. \_\_\_\_\_ is effective with committees and officers
19. \_\_\_\_\_ is an effective teacher
20. \_\_\_\_\_ has a strong commitment to the educational ministry of the church
21. \_\_\_\_\_ is effective in working with adults
22. \_\_\_\_\_ inspires a sense of confidence
23.  works regularly at bringing new members into the church
24. \_\_\_\_\_ regularly encourages support of Our Church's Wider Mission
25. \_\_\_\_\_ reaches out to inactive members
26. \_\_\_\_\_ works regularly in the development of stewardship growth
27. \_\_\_\_\_ is active in ecumenical relationships and encourages the church to participate
28.  is a person of faith
29. \_\_\_\_\_ writes clearly and well
30. \_\_\_\_\_ works well on a team
31.  is effective in working with youth
32. \_\_\_\_\_ organizes people for community action
33. \_\_\_\_\_ is skilled in planning and leading programs
34. \_\_\_\_\_ plans and leads well-organized meetings
35.  encourages people to relate their faith to their daily lives
36. \_\_\_\_\_ is accepting of people with divergent views
37.  encourages others to assume and carry out leadership
38. \_\_\_\_\_ is mature and emotionally secure
39. \_\_\_\_\_ has strong commitment and loyalty
40. \_\_\_\_\_ maintains confidentially
41. \_\_\_\_\_ understands and interprets the mission of the church from a global perspective
42.  is a compassionate and caring person
43. \_\_\_\_\_ deals effectively with conflict
44. \_\_\_\_\_
45. \_\_\_\_\_

If there are other comments you wish to make about expectations, include one or more paragraphs here on an additional sheet.



## STATEMENT ON LEADERSHIP IN MINISTRY

**Using this page, and one additional page if needed, write a statement that will help a candidate better understand the relationship of clergy and lay leadership in the life of your congregation. Candidates will be interested to know whether your lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership. If your church organizational structure is based on intentional lay-led ministries, describe how that structure functions in relationship to the pastor; if your organizational structure is dependent on clergy leadership, describe what will be expected of the pastor.**

**If you wish, this statement can provide an opportunity for you to elaborate on the list of committees/boards/groups that you identified in Question 24. (For example, in some churches the expectation is for mutual involvement of pastor and finance committee in the financial matters of the church; other congregations have a clear expectation that the pastor will be focused on "spiritual matters" and will be excluded from settings where financial decisions are made.)**

**Include in the statement reflections on leadership styles that work well for your church. What do you hope/expect that your new pastor will understand and value in your particular style of lay leadership? What would a new pastor need to know in order to work smoothly with your established leaders? If yours is a multiple-staff church, it would be helpful to comment on your expectations of how the staff team members relate to each other. You are encouraged to include anything else you want to say about your church and its expectations of the leader it now seeks:**

The lay leadership in our congregation here at RUCC has historically been very strong. The Pastor leads in the areas in which they have the most skills and desires. The lay leaders fill in the gaps. Our organizational structure relies mostly on the Pastor to lead in spiritual rather than organizational functions. For example, attendance at Board and Council meetings is expected, but the Pastor is an ex-officio member of the Council while the Moderator leads. The business side of the church is handled mostly by the Treasurer, the Secretary and the Stewardship & Administration Board with help from the Pastor when needed, or if the Pastor has an affinity for the business side of church life. The lay leaders in the church are most active in programming for Christian Education, and Worship & Parish Ministry, and lay readers for Sunday services.

Generally speaking our expectations for the Pastor include but are not limited to, Evangelism, fulfilling preaching and education, Pastoral calls, working with our Youth programs, and helping us to develop a long range plan. We have numerous Outreach programs including adult and youth mission trips, supporting local charity programs, our Hobbitts preschool, supporting a young girl in Columbia with proceeds from our community garden, the Barb Simmons Scholarship fund, as well as opening our building to AA, Boy Scouts, as well as the Election Board. We have a 12 unit Retirement Village that was started in the early 70's of which we are quite proud! the Hobbitts, Adult Mission Group, and Retirement Village all have their own Boards of Directors, and act mostly autonomously while yet being a mission of the church. The Hobbitts preschool started over 50 years ago!

Our particular style of leadership can best be described as allowing as well as depending on our lay leadership to do what they have the skills to do, while cooperating with the Pastor and being supportive of his strengths. When gaps in skills, or expertise occur within either the lay leadership, or the Pastor's skill sets, we pull together to make sure the job gets done. Our Pastoral Relations committee meets on an as needed basis, or at such times as the Pastor deems necessary. The function of this committee is unstructured so as to provide the needed give and take between the Pastor and the members of the committee as representatives of the rest of the congregation.

We have a paid staff including a part time secretary, treasurer, custodian, choir director/organist, and bell choir director. Most of the other tasks required to operate the church are done by volunteers. The Pastor works most closely

with the Secretary, while the other paid staff as well as volunteers are more or less autonomous. However, all positions do ultimately answer to the Pastor even though they are somewhat independent in their tasks. We are nearly 200 years old, and based in a former farming community which results in several multi-generational families who are the backbone of the congregation. Our challenge is to encourage new members, while not losing the feeling of a church family that has always been at the heart of who we are. It is very important to keep our personality, but in addition to expose more people to what we have here that is of such value.

## Conference or Association Descriptive Reference

Church Name:

Location:

Conference:

Association:

Name of Staff Assisting in the Search:

Staff Comments:

Signature of Staff Assisting in the Search

Date