

Introduction

The Reformed Church in America's Office of Ministry Services provides information and services to ordained ministers who are seeking a call and churches who are seeking ordained ministers. It does not recommend any particular candidate or church but instead serves as a resource to both.

Though not all fields are required, please provide as much information as possible in order to give candidates an accurate understanding of the life of your church.

For further information, or if you have questions or problems while completing this form, please contact Ministry Services at ministryservices@rca.org.

Helpful Hints for this Form:

- ❖ To move to the next field, hit TAB.
- ❖ To move the cursor to a desired field, left click on it with the mouse.
- ❖ To mark (x) in a box, left click with mouse.
- Hitting ENTER will move the cursor to the next line but keep you in the same field (essay questions).
- Spell check is not available in this format.
- ❖ The form will "paginate" itself as you complete it.
- If at any time you cannot include information important to you because of the "form field," please continue to complete the question in the comment box on the last page. Make sure to reference the question number.
- ❖ Please sign and return the Release Statement at the end of this form. You may scan it and email it as an attachment to ministryservices@rca.org.

	Section A. Background Information		
	Today's Date: / /	Position to be filled:	
1.	Name of church:		
2. 3.	Web address: Address:		
	Street		
	City / State / Zip Code		
	Telephone: () -	E-Mail address:	
4.	Classis:		
5.	Classis Supervisor: Address:		
	Street		
	City / State / Zip Code		
	Telephone: () -	E-Mail address:	
6.	Chair of search committee: Address:		
	Street		
	City / State / Zip Code		
	Telephone: () -	E-Mail address:	
7.	Membership:		
	Time of worship	Five years ago	Today
	Active Confessing Members		
	Inactive Confessing Members		

Comment on significant changes:

Age of all active members (baptized and confessing)

7 190 01 411 404110 111011118010 (841)1120		
%	0-20 years old	
%	20-34 years old	
%	35-49 years old	
%	50-64 years old	
%	65 years and older	

8. Racial/Ethnic composition of congregation:

Nacial/Entitle composition of congregation.		
%	African American	
%	Asian	
%	% Caucasian	
%	Hispanic	
%	Other: (please specify)	

9. Worship schedule:

Average Attendance (includes adults and children)

Time of worship	Average attendance Five years ago	Average attendance Today
am □ pm □		
am pm		

Comment on significant changes:

10.	Describe a typical worship service (order of worship, music, etc.) What is your
	congregation's preferred style or styles of worship? Attach a bulletin, if available.

11. Financial Information: Attach a copy most recent Consistorial Report and Annual Budget if available.

	Five Years Ago	Today
Total RCA related contributions	\$	\$
Total other contributions	\$	\$

Percentage of total budget contributed by living donors:

100-90 %	
75-89 %	
60-74 %	
45-59 %	
44 % or less	

(Please include a copy of your annual budget)

12.

Congregational Giving: Number of those whose annual contribution is:

Less than \$500	
\$501- \$1,500	
\$1,501- \$2,500	
\$2,501-\$3,500	
Greater than \$3,500	

13.	Financial assistance:	Do you receive	financial ass	sistance beyond the
	congregation? (rents,	etc.) Yes 🗌 No		

If yes, amount received last year: \$

List other fundraising programs that support the church:

Church/Sunday School: Average Attendance 14.

Average attendance Five years ago	Average attendance Today

Comment on significant changes:

15. Describe briefly all educational programs (including children, young adult, adult). 16. Church groups/organizations: Briefly describe ministry purpose of each group. (use separate sheet if necessary)

Name of group	Frequency of Meeting (i.e. weekly, bi-monthly, etc)	Attendance

17. Comment on one event or experience over the last year that has significantly contributed to the spiritual life of the congregation.

18. Buildings: Please describe church-owned or rented buildings and purpose.

19.	Do you plan any capital expenditure during If yes, please explain briefly:	g the next five years? Yes ☐ No ☐
20.	Is there a mortgage indebtedness? Yes	No □
	Amount: \$	
	Of how long standing?	
	Annual rate of repayment	
	Amadi fate of repayment	
21.	Pastor's study:	
	In church in parsonage Othe	r 🗌 Not Provided 🗌
	, -	
22.	List all paid staff in addition to the pastor:	
	Position	
		Full time Part time
		Full time Part time Full time Part time
		Full time Part time
		Full time Part time
		Full time Part time
		Full time Part time
		Full time Part time
		Full time Part time
		Full time Part time Full time Part time
		Full time Part time
		Full time Part time

23.	Consistory Membership: What method is used in selecting members?				
P	ease list present Consistory members (Put a check in the box where appropriate)				

Elder	Deacon	Male	Female	Occupation

24. What leadership roles do women currently fill in your church?

25. In our congregation...(please check appropriate box)

	Few have	Many have	Most have
Had up to twelve years of formal education			
Had some education beyond high school			
A college degree			
A graduate degree			

26. In our congregation...(please check a box)

	Few are	Many are	Most are
Scientists & Engineers			
Farmers			
Business People			
Students & Teachers			
Industrial Workers			
Office Workers			
Other:			

27. Special training/experience desired: (describe briefly).

28. Languages:

Should your pastor be fluent in any language other than English? Yes \square No \square If yes, please explain.

29.	The salary we are prepared The average annual increas		w pastor is \$ over the past three years was \$		
30.	Is a parsonage provided? \ If so, is it on site with the lifth the parsonage is not of located?	ne church? Y	res $\ \square$ No $\ \square$ church, how far from the church is it		
31.	Is a Minister's housing allo Yes ☐ No ☐	owance in lieu o	f a parsonage a negotiable option?		
32.	The benefits/business expe (Please check those pro	-	<u>-</u>		
	Base Salary	\$			
	Housing Allowance	\$			
	Parsonage provided? Yes No	·			
	Travel Reimbursement	\$			
	Social Security (Amount)	\$			
	Book Allowance (Amount)	\$			
	Continuing Education Allowance (Amount)	\$			
	Provision for Sabbatical	\$			
	Other (Specify Below)	\$			
	TOTAL	\$			
	Yes No Retirement Yes No Major Medical Insurance Yes No Health/Hospital Insurance Yes No Dental Insurance Yes No Dental Insurance Yes No Dental Insurance Yes No Disability Insurance Yes No Disability Insurance				
	Necessary Comments regarding above:				

33. Community served: (please check one)

Rural: Under 2,500	
Town: 2,500-9,999	
Small City: 10,000-49,000	
Metropolitan-Suburban: 50,000+	
Metropolitan-Urban: 50,000+	
Metropolitan-Inner City: 50,000+	
Other:	

34. Cooperative ministry: In what ways have you cooperated with other churches in your community during the past year?

35. Community involvement: In what community programs or projects have you participated during the past year? (As an organization, not as individuals.)

What denominations or religions are present within three miles (in rural areas, consider the county) where your church is located?
Outreach: What is your strategy to reach un-churched people in your community?
The income level of the people in our congregation tends to be: (please check one)
About average for our community
About average for our community Somewhat below the rest of the community
 □ About average for our community □ Somewhat below the rest of the community □ Somewhat higher than the rest of the community

39.	Describe the community and school system: (Provide website links
	were appropriate.)

40. Record of last three pastors:

Name	Dates
	to
	to
	to

41. Please complete your profile with the following contacts:

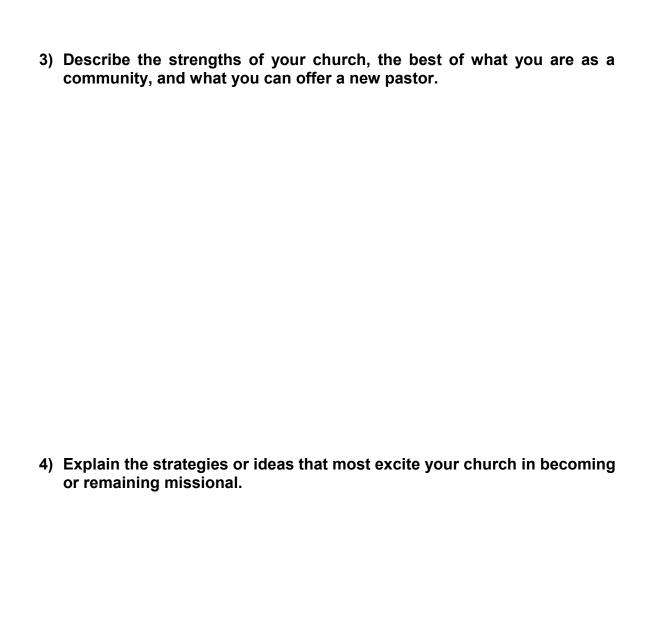
Name	
	Vice President, Consistory
	Classis Supervisor

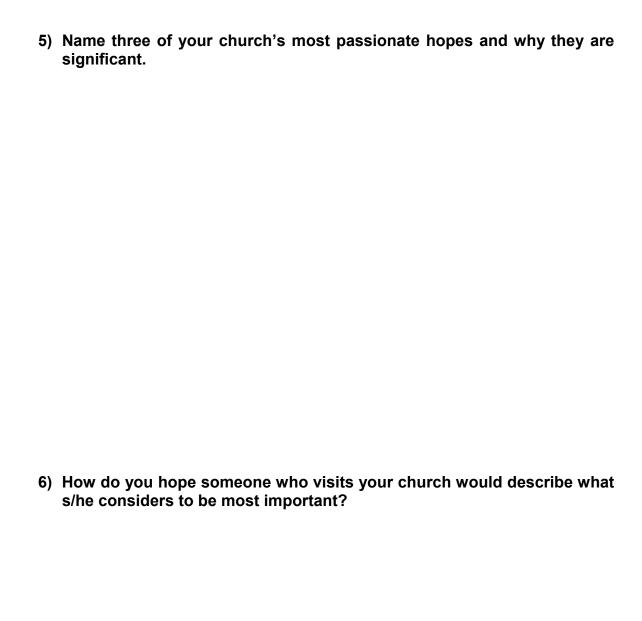
Section B. Reflections

Please answer the following questions, adding your own experiences where appropriate.

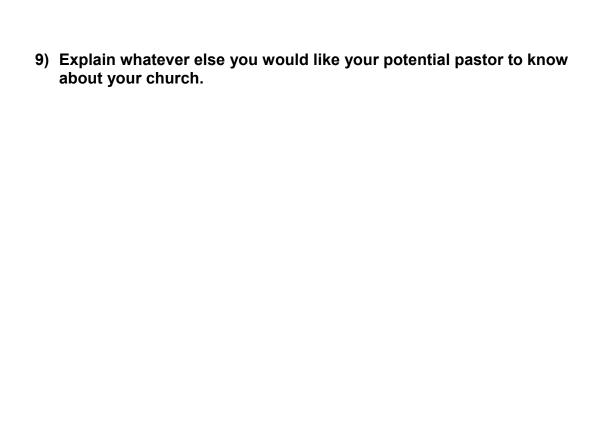
1) What is the stated mission, vision or purpose of your congregation?

2) What goals have been developed from your mission and vision over the next 5 years? (Example new programs or outreach ministries.) Include long range or strategic plan.





7)	Name at least one challenge facing your new pastor.
8)	Describe your vision and hopes for your church and your pastor over the next 5 years.
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Release Statement

(Full Church Name)	
We,	<u>,</u> acknowledge that the
authorize the Office of Mir profile to designated recip	Profile is accurate and complete. We istry Services (OMS) to release this ent(s) seeking positions as ordained rament, including posting of this profile
Signature of Search Team Chairper	on or Designated Date