



**PRESBYTERIAN CHURCH (U.S.A.)  
CHURCH LEADERSHIP CONNECTION  
100 WITHERSPOON STREET  
LOUISVILLE, KY 40202-1396  
Toll Free 1-888-728-7228 ext. 8550  
Fax # (502) 569-5870  
www.pcusa.org/clc**

**MINISTRY INFORMATION FORM**

Ministry ID: **05506**

Ministry Name: **Park Presbyterian Church**

Mailing Address: **110 Maple Court**

City: **Newark** State: **NY** Zip Code: **14513**

Telephone Number: **315-331-2255** Fax Number:

Email: **parkchurch110@gmail.com**

Web site: **www.parkpresbyterian.org**

**Congregation or Organization Size(Select one)**

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

**Average Worship Attendance:** 75

**Church School Attendance:** 15

**Church School Curriculum:** "Hands on Bible Curriculum" by Group.com



Check if certified as eligible for participation in the Seminary Debt Assistance Program

**Ethnic Composition Of Congregation** *(in whole %):*

*Enter the percentage of each racial ethnic component of your congregation.*

- \_\_\_\_\_ American Indian or Alaska Native
- \_\_\_\_\_ Asian
- 1   Black or African American (African Native, Caribbean)
- \_\_\_\_\_ Hispanic Latino/Latina, Spanish
- \_\_\_\_\_ Middle Eastern
- \_\_\_\_\_ Native Hawaiian or Other Pacific Islander
- 99  White
- Other \_\_\_\_\_

Presbytery: Presbytery of Geneva Synod: Synod of the Northeast

**Community Type (select one)**

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

**Clerk of Session Contact Information:**

Name: Cari Taylor

Address: 206 West Maple St

City: Newark State: NY Zip Code: 14513

Preferred Phone: 315-945-4609 Alternate Phone: N/A

E-mail: [caritaylor0706@hotmail.com](mailto:caritaylor0706@hotmail.com) FAX: N/A



**\*Select below the position to be filled and the minimal number of years of experience required (e.g. no experience, first ordained call, up to 2 years, 2-5 years, 5-10 years, or above 10 years)**

<u>Years of Experience</u>	<u>Position Type</u>	<u>Years of Experience</u>	<u>Position Type</u>
X	Solo Pastor		General Assembly Staff
	Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff)		Church Business Administrator
	Head of Staff (supervised one teaching elder and other staff)		Executive Director
	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
	Pastor Interim		Administrator
	Pastor ( for a designated term)		Funds Developer
	Pastor (Other Temporary i.e., Supply, Student)		Finance Manager
	Pastor, yoked/parish		Media Specialist
	Co-pastor		Communicator
	Executive Pastor		Coordinator
	Evangelist or Mission Pastor		Youth Director (non-ordained)
	Bi-vocational/Tentmaker		Other
	Chaplain		
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		
	Synod Executive		
	Mid-Council Program Staff		



You may also specify the position title (if appropriate) \_\_\_\_\_

**\*Employment Status**

Full Time                       Part Time                       Open to Either  
 Bi-vocational (able to provide employment through outside partnership)

**Is this a yoked congregation?**  No                       Yes

(If yes, please complete the Yoked Congregation Detail Form.)

**Clergy Couple** (Are you open to a clergy couple?) Yes  No

**Certification/Training** (check below the desired certification or training needed for the position):

<b>Interim/Transitional Ministry Training</b> _____	<b>Interim Executive Presbyter Training</b> _____
<b>Certified Christian Educator</b> _____	<b>Certified Business Administrator</b> _____
<b>Certified Conflict Mediator</b> _____	<b>Clinical Pastoral Education Training</b> _____
<b>Other</b> _____	

**Language Requirements**

<input checked="" type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Korean	<input type="checkbox"/> French
<input type="checkbox"/> Arabic	<input type="checkbox"/> Armenian	<input type="checkbox"/> Creole	<input type="checkbox"/> Portuguese
<input type="checkbox"/> Japanese	<input type="checkbox"/> Russian	<input type="checkbox"/> Swahili	<input type="checkbox"/> Burmese
<input type="checkbox"/> Cambodian	<input type="checkbox"/> Indonesian	<input type="checkbox"/> Laotian	<input type="checkbox"/> Thai
<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Taiwanese	<input type="checkbox"/> Cantonese	<input type="checkbox"/> Mandarin Chinese
<input type="checkbox"/> Twi	<input type="checkbox"/> Sign Language	<input type="checkbox"/> _____	<input type="checkbox"/> Other

**Statement of Faith Required**  Yes                       No

**Mission Statement**

What is your congregation’s or organization’s Mission Statement?

“Make Christ visible by believing, living, and sharing the Word of God”



## NARRATIVE QUESTIONS

*(For each narrative question, please limit your responses to no more than 1500 characters including spaces and punctuation.)*

1. What is the congregation's or organization's vision for ministry? Additionally describe how this vision is lived out.

PPC's vision of ministry within the community is to be God's light – a beacon of love, interaction, and guidance in Faith and comfort. Within our building, we actively support GED classes, Boy/Girl Scouts, AA, NA, and Garden Club. We have opened our doors to the annual MLK ceremony, numerous musical concerts, host 6 weeks of the Week of Hope (Youth Work Camp), the World Day of Prayer, and are working towards being a host for Family Promise (temporary homeless shelter.) The church kitchen is available to the community and other churches. PPC's members are involved in community organizations which help us spread our beacon of light. Our spiritual Outreach includes teams to WV (catastrophic relief), Mexico, and the Sudan. Our team to Mexico has signed a covenant with Living Waters for the World in Limones to train, equip, support, and provide a clean water system. The PW provides school and survival kits along with partnering with our missionary friends in Carpath, Ukraine, and S.Sudan to assist with educational programs. PPC is a strong spiritual presence in the community and seeks God's wisdom to become a more vibrant beacon and work with respect and support for each other in our spiritual values. We aim to be honest and direct in our communication, while searching for God's truth, meaning, and peace. In our ministry, we endeavor to be an inclusive and non-judgmental church that follows the Word of God, where all people without exception, feel a sense of belonging.
2. How do you feel called to reach out to address the emerging needs of your community or constituency?
  - By helping the congregation to understand who God is, and develop a closer relationship to Him.
  - By figuring out how the church as a whole is changing and adapting and implementing changes to include those not currently attending.
  - By reaching out to other churches to provide programs that encompass all.
  - Providing programs to help the community and get the congregation involved in these programs.
  - By providing services for the hungry and those in need.
  - By reaching out to younger adults and youth to make them feel welcome by offering programs they would attend and promoting these programs.
  - By providing support for seniors though organizing rides for appointments and visits.
  - By being sensitive to the needs of others.



3. How will this position help you to reach your vision and mission goals?

Having experienced a 3-year period of transition and healing while assigned a Temporary Pastor, the congregation is ready to call a full-time pastor who will lead God's ministry at Park Presbyterian Church to fulfill our vision statement over a longer term. We believe a full-time pastor can become more involved in the lives of the congregation and the community of Newark. With this involvement, opportunities for Christ's ministry can be identified and responses generated and acted upon making Christ visible to all. We expect the Park Church pastor to show God's love to all, inviting black, Puerto Rican, white Caucasian, indigent, sick, handicap, LGBT, young and old, to become a part of the Park Church worshipping and mission oriented congregation. With a pastor who can stir and excite adults and youth by the sharing of the Word of God, Park Church can remain a "healthy" church bringing in new members to live out our vision, making God visible. The pastor as a skilled administrator and communicator, will motivate volunteers and staff to plan and coordinate the many church activities which make real the believing, living and sharing of the Word as lived out by Jesus, son of Christ.

4. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.

The characteristics which a candidate for this position should possess would be the ability to preach and lead in worship, to communicate in such a way as to advance the abilities of individuals and organizations as well as to motivate by providing the tools and support needed to perform well.

He/she must be a spiritually mature teacher, a person living the Word, who has the capacity to be a compassionate and hopeful advisor. We expect the person to be technologically "savvy." Of constant importance for all of the above, the person should have a sense of humor.

5. For what specific tasks, assignments, and programs areas will this person have responsibility?

- Plan and lead worship services, including preaching while blending multimedia experiences.
- Administer the sacraments (communion & baptism).
- Serve as Moderator of the Session.
- Oversee the day-to-day operations as head of staff in conjunction with the Personnel Team.
- Coordinate the duties of the Office Assistant and work with ministry teams to provide oversight and direction.
- Provide direction and support to the Sunday School Coordinator and the Christian Education Team to provide meaningful and relevant Christian Education programs.



- Work with Deacons to provide pastoral care including hospital and home visits to those seriously ill.
- Attend Team Meetings as needed to assist teams in understanding and fulfilling their responsibilities. Insure church leadership, Session, Deacons, Team Leaders is trained.
- Officiate at funerals and weddings with approval of Session.
- Actively participate in the work of the Presbytery of Geneva.
- Participate in “Together in Christ,” the community organization for planning and carrying out ecumenical events in Newark NY.
- Work with Personnel Team to accomplish annual performance reviews for all staff.
- Submit a monthly pastor’s report to Session.
- Communicate with the congregation by writing articles for the monthly Park View newsletter and contributing pertinent information to the church webpage and social media site.
- Utilize the talents and experience of the Parish Associate.

### OPTIONAL LINKS

Provide below any links to online information that may help call seekers understand your congregation or organization. (e.g. *organization or community websites, online newsletters, demographic information*) Please note the CLC system does not warehouse links. (Limit characters to 500)



**\*LEADERSHIP COMPETENCIES**

(Select 10 leadership competencies from the list below that are required for the position.)

<b>THEOLOGICAL/SPIRITUAL INTERPRETER</b>	
<p>X <b>Compassionate</b> – having the ability to suffer with others; being motivated by others pain and is called into action as advocate; is motivated by caring for others while concurrently keeping the organizational goals clearly in focus.</p>	<p>X <b>Hopeful</b> – maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; and helps followers to see a way through chaos and complexity.</p>
<p>X <b>Preaching and Worship Leadership:</b> Is a consistently effective preacher and worship leader; is able to inspire from the pulpit; communicates a clear and consistent message through sermons that are carefully prepared and artfully delivered; projects the identity and character of the congregation through worship leadership presence.</p>	<p>X <b>Spiritual Maturity:</b> Shows strong personal depth and spiritual grounding; demonstrates integrity by walking the talk and by responding with faithfulness of purpose; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology.</p>
<p><b>Lifelong Learner</b> – individuals who use every experience in life as a potential tool for growth; one who pursues continuing education; and those who build on strengths and seek assistance to improve weaknesses.</p>	<p>X <b>Teacher</b> – creates learning environments where students are active participants as individuals and as members of collaborative groups; designs lesson plans that teach concepts, facts, and theology; effectively uses multiple learning tools to reach a wide variety of learners; revises instructional strategies based upon ministry/organization context.</p>
<b>COMMUNICATION</b>	
<p>X <b>Communicator</b> - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.</p>	<p><b>Bilingual</b> – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.</p>
<p><b>Public Communicator</b> - Demonstrates a comfortable ease when speaking in a variety of settings (both small and large groups); is effective at addressing a variety of topics; can get messages across with the desired effect.</p>	<p><b>Media Communicator:</b> Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)</p>
<p><b>Technologically Savvy</b> - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.</p>	
<b>ORGANIZATIONAL LEADERSHIP</b>	





<p><b>Advisor</b> – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.</p>	X	<p><b>Change Agent</b> – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.</p>
<p><b>Contextualization</b> – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.</p>		<p><b>Culturally Proficient</b> – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.</p>
<p><b>Externally Aware</b> - identifies and keeps informed of the polity of the church and/or the organization; maintains current with laws, regulations, policies, procedures, trends, and developments both internally and in the larger society.</p>		<p><b>Entrepreneurial</b> - leaders that are creative in using resources; identifies opportunities to develop; is willing to take risks, initiates actions that involve a deliberate risk to achieve a recognized benefit or advantage.</p>
<p><b>Risk Taker</b> – persons with the ability to take appropriate risk to accomplish needed goals; one who thinks outside the box and who is not afraid of challenging the status-quo.</p>		<p><b>Task Manager</b> - Assures that effective controls are developed and maintained to ensure the integrity of the organization; holds self and others accountable for rules and responsibilities; can be relied upon to ensure that projects within areas of specific responsibility are completed in a timely manner and within budget; and monitors and evaluates plans, focuses on results and measuring attainment of outcomes.</p>
<p><b>Willingness to Engage Conflict:</b> Steps up to conflicts, seeing them as opportunities; reads situations quickly; good at focused listening; can identify common ground and elicit cooperation from others in crafting mutual solutions.</p>		<p><b>Decision Making:</b> Makes effective decisions, balancing analysis, wisdom, experience, and judgment; is aware of the long term implications of choices made; is generally regarded as offering solutions and suggestions that are correct and effective.</p>
<p><b>Organizational Agility:</b> Is astute about how congregations and/or organizations work; knows how to get things done through formal and informal channels; understands the importance of supporting good policy, practice, and procedure; appreciates the power in the culture of a congregation; is politically savvy.</p>		<p><b>Strategy and Vision:</b> Sees ahead clearly, keeping focused on the larger picture; can anticipate future consequences and trends accurately; is future oriented; casts a compelling and inspired vision for a preferred future; sees possibility; crafts breakthrough strategies.</p>
<p><b>Financial Manager</b> – deliver results by maximizing organizational effectiveness and sustainability through the best use of available financial resources; allocates and manages finances transparently; implements strategies to achieve operational efficiencies and value for money; puts in place rigorous and comprehensive financial accountability systems.</p>		<p><b>Funds Developer</b> – maintains the ability to solicit donations used to fund the budget of the organization; effectively expresses the needs for funds to potential donors; responsible for adding new potential donors to the organization's contact list; prepares statement of planned activities and enlists support for mission initiatives.</p>
<p><b>Collaboration:</b> Has a natural orientation toward getting people to work together; shares wins and successes; fosters open dialogue; lets people finish and be responsible for their work; creates strong feelings of belonging among group members; is a good judge of talent and can accurately assess the strengths and limitations of others.</p>		



<b>INTERPERSONAL ENGAGEMENT</b>		
	<b>Interpersonal Engagement</b> - Displays a consistent ability to build solid relationships of trust and respect inside and outside of the organization; engage people, organizations, and partners in developing goals, executing plans, and delivering results; use negotiation skills and adaptability to encourage recognition of joint concerns, collaboration, and to influence the success of outcomes.	<b>Bridge Builder</b> – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
	<b>Motivator</b> - Creates and sustains an organizational culture which permits others to provide the quality of service essential to high performance. Enables others to acquire the tools and support they need to perform well; and influences others toward a spirit of service and meaningful contributions to mission accomplishment.	X <b>Personal Resilience:</b> Learns from adversity and failure; picks up on the need to change personal, interpersonal, and leadership behaviors; deals well with ambiguity; copes effectively with change; can decide and act without having the total picture; comfortably handles risk and uncertainty; seeks feedback; expresses personal regret when appropriate
	<b>Initiative:</b> Demonstrates ambition is highly motivated; is action oriented and full of energy for things seen as challenging; seizes opportunity; pushes self and others to achieve desired results.	<b>Flexibility</b> - Adapts behavior and work methods in response to new information, changing conditions, unexpected obstacles, or ambiguity; remains open to new ideas and approaches; and works concurrently on related and conflicting priorities without losing focus or attention.
X	<b>Self Differentiation:</b> Demonstrates strong and appropriate personal boundaries in relationships; has a healthy appreciation of self, without being egotistical; is emotionally mature; can maintain a less- anxious presence in the midst of turmoil; is not overly dependent upon outside affirmation; works to build a strong personal support system.	

**\*COMPENSATION AND HOUSING:** *A range is needed for matching purposes. The maximum salary is not published anywhere.* Effective salary is cash salary plus housing allowance or manse value and other compensation considered “effective salary” by the Board of Pensions of the PC (U.S.A.)

See Effective Salary Definition at [Board of Pensions](#).

Minimum **Effective** Salary: \$ 50,000          Maximum **Effective** Salary: \$60,000

Housing Type                    \_\_\_\_\_Manse

  X \_\_\_\_\_Housing Allowance

  \_\_\_\_\_Open To Either (Manse or Housing Allowance)

  \_\_\_\_\_Not Applicable (*For Non-pastoral Positions Only*)



### **\*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.*"

Has the Pastor Nominating Committee and Search Committee affirmed its intention to follow the Form of Government in this regard?

Yes

No

### **REFERENCES (Limit 3)**

**Below, please list three persons who know your congregation. You might list your Presbytery leadership, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.**

Name: Rev Ellen Donnan

Address: 2176 Edwards Rd WATERLOO NY 13165

Phone Numbers : 315-521-2593

Relation: COM Liaison

E-mail: [com@presbyteryofgeneva.org](mailto:com@presbyteryofgeneva.org)

Name: Pastor Carlos Smith

Address: 944 Pierson Ave NEWARK NY 14513

Phone Numbers : 585-880-5896

Relation: retired pastor of Emanuel United Methodist (2007) Chaplin of Newark Wayne Hospital

E-mail: [csmith109@rochester.rr.com](mailto:csmith109@rochester.rr.com)



**\*Pastor Nominating Committee/Search Committee Chairperson/Mid-council Search Committee Chairperson:**

Name: Stephanie Lang

Address: 248 West Ave

City: Newark State: NY Zip Code: 14513

Preferred Phone: 315-879-0918 Alternate Phone: N/A

E-mail Address for PNC Communications (required): [\\_psalis14513@gmail.com](mailto:_psalis14513@gmail.com)

**ENDORSEMENTS**

Pastor Nominating Committee/

Search Committee \_\_\_\_\_ Date \_\_\_\_\_

*Signature*

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_

*Signature*

Presbytery \_\_\_\_\_ Date \_\_\_\_\_

*Signature*

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