



**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: **10827**
Ministry Name: **North Raleigh Presbyterian Church**
Mailing Address: **11905 Strickland Road**
City: **Raleigh** State: **North Carolina** Zip Code: **27613**
Telephone Number: **919-848-9529** Fax Number: **none**
Email: **office@nraleighpc.org**
Web site: **www.northraleighpc.org**

Congregation or Organization Size (Select one)

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

Average Worship Attendance **161**



Church School Attendance: **47 students and 14 leaders**
Church School Curriculum: **Feasting on the Word; Renovaré Spirituality Course; Chronicles of Narnia; Making Sense of the Bible; You are the Beloved; Present Word**

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
2.0 Black or African American (African Native, Caribbean)
_____ Hispanic Latino/Latina, Spanish
2.0 Middle Eastern
_____ Native Hawaiian or Other Pacific Islander
96 White
Other _____

Presbytery: **New Hope** Synod: **Mid-Atlantic**

Community Type (select one)

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

Clerk of Session Contact Information:

Name **Jamie Gordon**
Address **320 North Creek Run**
City **Raleigh** State **North Carolina** Zip Code **27613**
Preferred Phone **(919) 870-1486** Alternate Phone _____
E-mail **jamiegordon13@gmail.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>
	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)
<i>First Ordained Call</i>	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		



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):

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

Language Requirements

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

Statement of Faith Required Yes _____ No

Mission Statement

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

North Raleigh Presbyterian Church is a welcoming community responding to the call of Jesus Christ to serve through engaged discipleship.



In order to express how this mission permeates all aspects of our congregational life, we have developed a dynamic vision which propels us toward our goals. Our welcoming community reverently worships God through music, Scripture and the sacraments all of which focus on our love and praise of Jesus Christ. We provide opportunities for all ages and abilities to nurture a rich spiritual life and deepened relationship with God. Our evolving educational program focuses on both traditional classes and additional, alternative opportunities for spiritual growth beyond the Sunday School hour, with a special emphasis on continuing youth participation into middle school and high school.

Because our worship and educational opportunities fulfill us spiritually, we seek the path of engaged discipleship. Members are encouraged to discover and support others in our own church, our local community and our international circle. While internally sustaining a close community of faith, we additionally open our arms and facilities to others, integrating ourselves into their lives.



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.

Vision: North Raleigh Presbyterian is a welcoming community responding to the call of Jesus Christ to serve through engaged discipleship.

Our worship together will demonstrate a vibrant and spiritual community of faith that attracts current and future members. Worship will demonstrate our love and praise of God in song, service, scripture, and message. We nurture each individual's call to engaged discipleship. NRPC reaches out to the local community to serve and live out the teachings of Christ. We embrace positive change that will sustain this close community of faith.

2. How do you feel called to reach out to address the emerging needs of your community or constituency?

NRPC seeks to address the needs of our community and constituency through outreach programs, Christian Education, Congregational Care and the Worship experience. We respond to the needs of our community by contributing time and talents to varied organizations: the local food bank, Habitat for Humanity, Helen Wright Center (homeless women's shelter), Urban Ministries of Wake County, Note in the Pocket and North Raleigh Ministries.

Christian Education at NRPC nurtures a connected, caring community of learners. Our goal is to build a strong Biblical foundation, express our beliefs through action in the world, and provide opportunities for strong faith formation, lifelong learning, and spiritual growth. NRPC offers Sunday School classes centered on PCUSA curriculum. The MAX (Music, Art, eXpression) program meets on Wednesday evenings in the spring and fall for study and fellowship for all age groups (preschool through adult).



The diaconate of NRPC fosters a culture of care within the church through deeper member connections and assists the Pastor in meeting member needs.

Sunday worship services provide the congregation with time to praise God, reflect, learn and strengthen their faith. Sermons inspire and challenge members by applying biblical teaching to everyday life. An excellent music program enhances the worship service. The congregation at NRPC is welcoming and strives to ensure that all worshipers feel at home.

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

NRPC is looking for an Associate Pastor (AP) who will enthusiastically embrace our mission, provide spiritual guidance to our congregation (particularly children and youth), and offer vision, and leadership to our programmatic ministry. We seek an energetic AP with a passion for encouraging children, youth and adults to grow deeper in their relationships with God and with each other. She/he will coach our lay leaders to support and empower our ministries of education and fellowship. Through strong guidance and direction, she/he will find innovative ways to connect with children and youth, fostering strong relationships that encourage them to grow in their faith, support one another, and fully integrate into the multi-faceted life of NRPC. The Associate Pastor will model, inspire and challenge each of us to exemplify Christ's teachings through worship, education, and fellowship.

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

NRPC is seeking an AP with a deep faith that will inform all areas of his/her ministry. He/she should be a faithful steward of God's grace, a discerner of the Spirit, and a cheerful and energetic servant leader. He/she will rely on prayer, and have a contagious faith, a generous spirit, and a desire to work alongside others. Teaching, preaching, and leading must be based on a clear understanding of the Word of God.

It is essential that the AP be an active and patient listener who builds relationships of trust and respect. He/she will authentically interact with our youth and their families via personal engagement. He/she will motivate NRPC members in their spiritual growth and provide leadership to families to grow in Christian discipleship. The AP will demonstrate



respect for members, staff and volunteers of NRPC. He/she will recognize the importance of collaboration in building trust and in empowering member disciples.

The AP will be flexible (while still respecting church polity), creative and think “outside of the box” in managing and navigating church issues and growth, particularly in the areas of education, fellowship, youth, and family-related programs. He/she will use sound judgment and effective practices in worship and program management. The AP will cultivate a strong and collaborative relationship with our senior pastor. He/she will organize diverse opportunities for youth and adults, recognize the talents and skills members bring to the operation of the church, and foster an environment that encourages, equips and assists the congregation in serving our faith community.

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

The Associate Pastor will serve as primary staff liaison for NRPC’s Education and Fellowship Committees. The AP will spend 50% of his or her time providing leadership, planning, communicating, and fostering spiritual development in children, youth and families while integrating them into the worship and work of the congregation. Given the small census in many age groups, such programming will evolve and might entail a mixture of: coordinating intergenerational events; facilitating participation by NRPC Youth in Presbytery and denominational conferences and events; forming partnerships with other area churches for certain projects or events; and creating age-appropriate small group activities to build relationships.

The remaining time will be devoted to general pastoral duties, education and fellowship programming for the broader congregation. The AP will assist in worship leadership; be a member of the session; preach at least 6 times a year; and, alongside the Pastor and Deacons, support the pastoral care needs of the congregation.

Our goal is a vibrant education and fellowship ministry that builds strong interpersonal relationships in our congregation and empowers us to serve as engaged disciples.

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.)

THEOLOGICAL/SPIRITUAL INTERPRETER		
	Compassionate – 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.	X
	Preaching and Worship Leadership: 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.	X
	Lifelong Learner – 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.	X
		Hopeful – 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.
		Spiritual Maturity: 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.
		Teacher – 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.
COMMUNICATION		
X	Communicator - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.	
	Public Communicator - 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.	
	Technologically Savvy - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.	
		Bilingual – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.
		Media Communicator: Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)
ORGANIZATIONAL LEADERSHIP		



	Advisor – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.		Change Agent – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.
	Contextualization – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.		Culturally Proficient – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.
X	Externally Aware - 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.		Entrepreneurial - 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.
X	Risk Taker – 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.		Task Manager - 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.
	Willingness to Engage Conflict: 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.		Decision Making: 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.
	Organizational Agility: 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.		Strategy and Vision: 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.
	Financial Manager – 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.		Funds Developer – 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.
X	Collaboration: 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.		



INTERPERSONAL ENGAGEMENT		
X	Interpersonal Engagement - 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.	Bridge Builder – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
	Motivator - 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.	Personal Resilience: 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
X	Initiative: 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.	X
	Self Differentiation: 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.	Flexibility - 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.

***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 \$ 39,183.00 Maximum *Effective* Salary 43,101.00

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. Moffett Churn
Address: 9513 Springdale Drive, Raleigh, North Carolina 27615
Phone: (919) 2085945
Relation: visitor, occasional guest preacher
E-mail: moffettchurn1@gmail.com

Name: Dee Blake
Address: 22 Checkerberry Square, Greensboro, North Carolina 27455
Phone: (919) 395-0959
Relation: member who has permanently moved
E-mail: dblake@mfnc.org



Name Rev. Haywood Holderness (retired)
Address 8601 Cypress Lakes Drive, Unit 210, Raleigh, NC 27615
Phone (919) 977-5775
Relation frequent visitor
E-mail n/a

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

Name Roger A. Askew
Address 5020 Elkwood Court
City: Raleigh, North Carolina 27613
Preferred Phone: (919) 622-8764
Alternate Phone (919) 803-4166
E-mail Address for PNC Communications (required): northraleighapnc@gmail.com

ENDORSEMENTS

Pastor Nominating Committee _____
Search Committee *Roger A. Askew* Date 10-29-2018
Signature

Clerk of Session _____ Date _____
Signature

Presbytery _____ Date _____
Signature