

COMPLETING THE LOCAL CHURCH PROFILE

Introduction: The UCC Local Church Profile should be completed by a representative group of people in the congregation: either the Search Committee or a special committee appointed by the governing board. As part of the process, it is essential that the congregation be given the opportunity to contribute information and offer perspectives through small group meetings and/or written surveys. Suggestions for these data-gathering processes (including sample questionnaires) will be found in **Section Four** of the Parish Life and Leadership Search Committee resource *UCC Search and Call, A Pilgrimage through Transitions and New Beginnings*.

As you prepare material for the Local Church Profile, remember to be as candid and honest as possible in your descriptions of the history, traditions, hopes, and dreams of the members of your church.

“ . . . for the Spirit is the truth.” (1 John 5:6b)

Statement of Consent: The first page of the Local Church Profile contains a statement that parallels the statement that ministerial candidates are asked to sign. In keeping with the covenantal relationship between a church and those it seeks to call, the chair of the Search Committee is asked to sign a statement on behalf of the church encouraging an open exchange of information.

Instructions for Selected Numbered Items*

- #1, #2:** Use the church name as it is known by your Conference and the UCC. If the mailing address is different from the street address, include both. If the church does not have a street address, describe the location.
- #5, #7, #8:** The Research Office of the United Church of Christ provides your conference with an 11 year statistical report for each, individual congregation. Much of the information you will need to complete items #5, #7, and #8 will be found in that report. (Figures are based on the year-end reports submitted by your church clerk/secretary.) Your Conference/ Association staff will provide your committee with that statistical resource. Consult your own annual reports for the remaining items.
- #6, #20, #21, #23, #32** These items should reflect data that was gathered from the congregation through questionnaires and/or small group meetings.
- #14, #17** Consult the compensation guidelines for your conference before completing these items.

*Most instructions are included in the text of the Local Church Profile itself.

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.

Signature of Search Committee Chairperson

Date

Church

Name: Plymouth Congregational United Church of Christ

Address: 124 West Washington Street

City, State, Zip: Burlington, WI 53105

Search Committee Chairperson or Contact Person

Name: Nikki Post

Address: 1100 Hidden Creek Lane, Unit 202

City, State, Zip: Burlington, WI 53105

Telephone: 262-661-4671

Fax:

E-Mail: nburdpost@yahoo.com

LOCAL CHURCH PROFILE FOR LOCAL CHURCHES SEEKING NEW LEADERS

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

1. Church: Plymouth Congregational United Church of Christ

2. Address:

City, State, and Zip: 124 W. Washington St., Burlington, WI 53105

Church Website: <http://www.plymouthuccburlington.org/>

3. Name of Search Committee Chairperson/Contact Person:

Address: Nikki Post

City, State, and Zip: 1100 Hidden Creek Lane, Unit 202, Burlington, WI 53105

Telephone: 262-661-4671

E-mail: nburdpost@yahoo.com

FAX:

4. Conference/Association Staff Person Assisting Our Church:

Address: Rev. Jim Burd, Southeast Wisconsin Association Minister (Int)

City, State, Zip:

Telephone: 414-771-8569 (office) 262-743-2399 (home office)

Email: sewaucc@aol.com

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 | 328 | 342 | 320 |
| b. Average attendance at worship | 117 | 120 | 134 |
| c. Average participation of children/youth in C.E. | 36 | 50 | 55 |
| d. Average weekly participation in adult education | 8 | 15 | 10 |
| e. # Members who are ordained clergy | 1 | ----- | ----- |

6. Profile of Congregation

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

a. Age:

9 % ages 0 - 5
20 % ages 6-18
12 % ages 19-34
16 % ages 35-49
19 % ages 50-64
9 % ages 65-74
15 % ages 75 +

b. Education level of adults:

5 % completed less than high school
35 % high school graduates
-- % some college/vocational school
55 % college graduates
5 % graduate school

**“So we who are many,
 are one body
 in Christ . . .”
 Romans 12:5a**

c. Family units:

25 % couples with children at home
35 % couples without children at home
30 % single
10 % single parent with children at home

d. Occupation of adults:

18 % business
8 % clerical
2 % farmer/rancher
7 % laborer/manufacturing
15 % professional
15 % student
10 % tradesperson
25 % other

e. Employment:

75 % employed
5 % not currently employed
20 % retired

f. Describe the racial-ethnic makeup of your congregation:

99% Caucasian, 1% Asian

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 |
|---|------------------|--------------------|---------------------|
| 7. Total Church Income | 239,659 | 189,315 | 193,344 |
| a. Members offerings and pledges | 199,802 | 167,985 | 163,523 |
| b. Interest from investment or endowments | 435 | -- | 2,491 |
| c. Principal reduction (endowments or investments) | n/a | n/a | n/a |
| d. Rentals | n/a | n/a | n/a |
| e. Special Fundraising | 22,922 | 17,250 | 22,676 |
| f. Other (Plymouth Children's Center) | 15,000 | 4,080 | 4,654 |

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

Goal: \$ 243,149 Pledges: \$ 193,942 Actual Received: \$ 183,116

Goal: \$ 248,716 Pledges: \$ 180,660 Actual Received: \$ 178,489

| | Last Year | 5 Years Ago | 10 Years Ago |
|--|------------------|--------------------|---------------------|
| 8. Total Operating Budget | 243,149 | 186,342 | 163,098 |
| a. Our Church's Wider Mission Basic Support | 8,326 | 8,220 | 7,000 |
| b. Our Church's Wider Mission Special Support | 6,576 | 8,200 | 5,925 |
| c. Other gifts | 4,860 | -- | -- |
| d. Current local expenses | 223,566 | 169,922 | 150,173 |
| e. Annual capital payments | 0 | 0 | 0 |
| f. Other debt | 0 | 0 | 0 |

9. Identify UCC special offerings the church receives throughout the year:

One Great Hour of Sharing

Neighbors in Need

Christmas Fund

Strengthen the Church

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. | Crop Walk | \$2,660.00 |
| 2. | Transitional Living Center | \$ 125.00 |
| 3. | Burmese Refuge Family Sponsorship | \$ 4,945.00 |
| 4. | Shoes for Kids through Love, Inc. | \$ 155.00 |
| 5. | Fairhaven | \$ 100.00 |
| 6. | Richardson Manor | \$ 762.00 |
| 7. | CUE Seminaries | \$ 250.00 |

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

Burmese Refugee Family Sponsorship – members were able to be directly involved with housing, schooling, transportation, jobs and many other daily needs to assist the family in their transition into the community. In return, they received a visible presence of the family weekly.

Adopt-a-Family Christmas Tree Gift Giving Sponsorship – provides an opportunity for members of all ages to give to families in need during the holiday season.

Christmas Day Community Dinner – 2008 will be our third annual dinner, the only of its kind in Burlington.

11. Indebtedness

- a. Total amount of outstanding mortgages/capital debt: \$ 0
- b. Total amount of other debt: \$ 0
Describe:
- c. Are payments current? n/a yes n/a no

12. Capital Campaigns:

- a. If the church has had capital campaigns in the last ten years, note goal and results:
Goal: \$258,000 (new organ in 1999) Outcome: \$ 258,000
Goal: \$ Outcome: \$

**“God is able to provide you with every blessing in abundance.”
II Cor. 9:8a**

- b. What projects were undertaken as a result of your capital campaign? New organ
- c. Was there a mission or outreach component to the campaign? Yes √ No
- d. If a capital campaign is underway or anticipated, describe it: n/a
Goal: \$ Beginning Date:
Purpose:

13. Assets held by the Church:

- a. Reserves (savings): \$ 16,085
- b. Endowments/Investments: \$ 531,290
- c. Describe buildings and property of your church except the parsonage:

Historic brick building constructed in 1903 with a two-story education wing added in 1951. Building was remodeled in 1980 and again in 1992, when the sanctuary was renovated and a new entrance and foyer added. The installation of an elevator at that time makes the church

handicapped accessible. The beautiful stained glass windows and pipe organ create a pleasurable place to worship. The sanctuary seats approximately 175 with an overflow area in the parlor where up to 50 chairs can be added for additional seating. The church is located on a major street/highway in the center of downtown Burlington. The playground for Plymouth Children's Center makes it visible as a caring church that welcomes families. There are two parking lots available for use on Sundays in addition to street parking.

- d. Is the church building (including sanctuary and offices) handicapped accessible?
 Yes Partially (specify) _____ No
- Is the pulpit handicapped accessible? Yes No
- e. If a building program is projected or underway, describe it, including estimated date of completion:
 n/a
- f. If the church owns a parsonage, describe it: n/a
 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?

This option is not being offered.

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 | 2002 | 34,000 | 20,000 | 0 | 2007 | 38,442 | 21,012 | 0 |
| b. Previous | 1994 | 18,600 | 22,000 | 0 | 2000 | 33,409 | 22,000 | 0 |
| c. Next previous | 1990 | 18,384 | 10,145 | 0 | 1993 | 21,908 | 14,950 | 0 |

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 – Conference guidelines followed for salary and housing (negotiable)
Conference recommended salary range: n/a
- b. Housing: \$ _____
 Housing allowance only Parsonage only _____ Would consider offering either
- c. Customary benefits:
 - Vacation: 3 weeks annually
 - Maternity/paternity leave
 - UCC Retirement Annuity (_____% 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 (negotiable)

COMMUNITY CHARACTERISTICS

18. Population

- a. Population of total city or town in which your church is located: 10,524 (2006 census)
- b. Describe the population by racial-ethnic category and identify the source of the information:

Burlington is the largest city in western Racine County. There has been an increase of 6% in the population since the year 2000. The population of Southeastern Wisconsin, including Burlington, has experienced very rapid growth in the past 5 years.

- Percentage of the population according to racial and/or ethnic background is 93.6% Caucasian; 4.6% Hispanic; and 2.2% other ethnic background. A Diversity Task Force has been working to make the community more aware and welcoming to people of all cultures.
- Median household income for Burlington is \$53,800 (compare to national average \$51,107)
- Median age for residents is 34.8 (younger than the average age in the U.S.)
- Families (non-single residences) represent 67.5% of the population
(information taken from state website)

19. Economic Factors

Identify major sources of employment/income in your community:

- Healthcare services – Aurora Health Care includes Memorial Hospital of Burlington, the Burlington Clinic and the Burlington Wellness Center; Mount Carmel Care and Rehabilitation Center.
- Financial Services; Educational Services; Construction; and Retail
- Packaging Corporation of America, Nestle Corporation, Saint Gobain Containers, Hi-Liter Graphics, Southern Lakes Media, Lynch Corporation (LDV), Wanasek Corporation, Runzheimer International, and two thriving industrial parks.

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

a. Describe three distinctive attributes of your community:

- Burlington, Wisconsin is conveniently positioned approximately one hour between Chicago and Milwaukee in western Racine County and only 10-minutes away from historic Lake Geneva. Situated along the shores of the Fox River, this city of 10,000 is growing while maintaining its friendly small town atmosphere. The welcoming community offers an excellent quality of life including very low crime.
- Quality medical facilities include a hospital, wellness and rehab center, and neighborhood clinics. There are also senior housing and assisted living facilities in the city. Excellent public and private schools include Tony Romo's (Dallas Cowboy's star quarterback) alma-mater, Burlington High School. In addition to the newer high school, there are two middle schools, five elementary schools, several private schools, and Gateway Technical College. For more information about Burlington's public schools, visit <http://www.basd.k12.wi.us/>
- Popular city interests include miles of beautiful bike trails, a downtown shopping district with unique retail and specialty shops, dozens of parks, many along the Fox and White

Rivers, and four lakes. Burlington is a popular destination for outdoor activities including boating, fishing, hiking, biking, canoing, kayaking, cross-country skiing, and hunting. The city is proud of its historic Malt House Theater, home to The Haylofters, the oldest continuing community theater in Wisconsin.

For more information about Burlington, Wisconsin, visit the following websites;

<http://www.burlington-wi.gov/>

<http://www.burlingtonchamber.org/>

<http://www.burlingtonhistory.org/>

- b. Identify major trends you envision in your community during the next five years:
- Continued revitalization and growth of the downtown and riverfront districts
 - Growth of surrounding communities in western Racine County including the opening of the Burlington by-pass in fall of 2008 and completion in 2010.
 - Continued growth of retail stores and residential areas.
 - Continued growth in industrial parks.
- c. List three or four problem areas confronting your community that members feel your church should address:
1. Aid and support for people at risk of all ages
 2. Activities for youth outside of school setting (beyond sports)
 3. Drug and alcohol use among teens
 4. Openness to ethnic diversity
- d. Indicate Mission Activities
1. In which your church participates as a part of its mission in the community:
 - Plymouth Children's Center (originated & housed in our church)
 - Love, Inc. (*our social services agency*)
 - Transitional Living Center
 - Partners 2 (*local program to prevent & reduce underage drinking*)
 - Local Crop walk
 - Christmas Day Dinner
 - AA meeting space

2. In which your church participates as part of wider missions:

- Sponsored a Burmese refugee family of six (2007 – 2008)
- State, national and worldwide supported through annual fund-raisers
- One Great Hour of Sharing (OGHS)
- Neighbors In Need (NIN)
- Our Church's Wider Mission (OCWM)
- Strengthen the Church
- UCC Christmas Fund
- Heifer Project (Sunday School)

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

- Increasing awareness and support of OCWM mission
- Mt. Carmel weekly church service rotation; hospital “on-call” rotation
- Active participation in the Burlington Ecumenical Clergy Association
- Involvement with regional and state UCC activities
- Motivate participation by the congregation in items listed above (D1) for missions in the community
- Provide pastoral services to persons at risk of all ages

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

Our church building is used for weddings and funerals offered to members and non-members. In addition it is used for community meetings such as weekly Alcoholics Anonymous gatherings.

Our building’s educational wing and fellowship hall are used every weekday by the Plymouth Children's Center daycare.

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

- Growth in membership through emphasis in ministering to age groups over 65 and to young families with children
- Continued emphasis on Sunday School and youth programs
- Growth of adult education
- Becoming more visible in the community
- Increase member awareness of church life to promote fellowship, community and generosity
- Adding and/or varying worship services
- Increasing our church's awareness of the denomination and UCC missions

22. Planning

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

- Monthly board meetings
- Annual leadership seminar addressing short and long term goals
- Democratically

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

This person should excite, oversee and guide the congregation through its committees during the visioning process and execution of the plans. Increase the church's awareness of the denomination and UCC missions.

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

In 2007 our leaders gathered for strategic long range planning with little follow-through due to our pastor moving shortly afterward.

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

We'd be open to new long range planning and visioning with our new pastor.

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

Yes, we invite that under our new pastoral leadership.

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:

| <u>Event</u> | <u>Year</u> |
|---|-------------|
| 1. Celebration of our 150th Anniversary | 2008 |
| 2. Building renovation project | 1992 |
| 3. First daycare center in Burlington | 1974 |

- 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:

Incorporating mentors for confirmands during eighth grade confirmation. This continues to be a faith journey for both the confirmands and the mentors.

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

We tend to be self focused and feel called to reach out to broad missions in the community, nation and world. Encourage family participation in church through group and youth activities.

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

To help committees put action plans in place and guide execution to achieve our goals.

This person should provide a spiritual guidance that motivates members to feel welcome and willing to participate.

- 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.

We tend to be theologically moderate to liberal.

We tend to be theologically liberal.

We tend to be quite diverse theologically.

Other

Comments:

We tend to be quite diverse. People come to us from all faiths and different places on their faith journey. Our goal is to be a place for all to move forward in their search for spirituality. Our congregation is made up of people from Congregational, Lutheran, Catholic, Methodist, Presbyterian, Episcopalian, Mormon, Mennonite and Baptist.

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 curriculum used is *Witness* by Augsburg Fortress.

Our Christian Education Director, Patricia Van Swol, in conjunction with the Minister and the CE members, make a selection for curriculum each year.

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

The Minister is responsible for Confirmation and the resources used. *My Confirmation* is used for seventh grade Confirmands and a resource by Wil Wileman called *Making Disciples* is used for eighth grade Confirmands and their mentors.

Are there educational opportunities for all ages?

Yes

Does your church have a written Safe Sanctuary Policy?

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

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

Advisor to the Board of Christian Education and the CE Director; include a children's time during worship service; visit Sunday School classes; facilitate two-year 7th and 8th grade confirmation classes and ceremony; assist in adult education classes.

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

Attendance and enthusiasm of program participants and periodic membership surveys.

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

We have an open, caring, talented, involved and friendly congregation. We have dedicated, resourceful and talented lay leaders.

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.

| Board/Committee | Purpose | # Members | Frequency | Leadership |
|---------------------------|---|------------------|------------------|-------------------|
| Executive Committee | Overall governing body | 7 | monthly | 3 |
| Deacons | Worship life of the church; fellowship activities; evangelism | 12 | monthly | 2 |
| Trustees | Financial matters/physical structure | 9 | monthly | 3 |
| Christian Education | Educational Program | 8 | monthly | 2 |
| Stewardship | Budget campaign & fund raising | 6 | monthly | 3 |
| Missions | Stimulate thought & actions to mission | 6 | Bi-monthly | 3 |
| Memorial Committee | Oversees memorial funds | 6 | as needed | 3 |
| Endowment Committee | Under auspices of Memorial Comm | 10 | as needed | 3 |
| Minister-Member Relations | Liaison between pastor and congregation | 4 | quarterly | 2 |
| Historical | Document member involvement | 6 | as needed | 3 |
| Nominating | Nominate officers & committees | 6 | yearly | 3 |
| Music | Oversees music activities | 8 | quarterly | 2 |
| Health Ministries | Liaison for Parish Nurse | 6 | as needed | 3 |
| Employee Relations | Final decision of hiring or firing except for minister | 3 | as needed | 2 |

| Ongoing Small Groups | Purpose | # Members | Frequency | Leadership |
|-----------------------------|-----------------------------------|------------------|------------------|-------------------|
| Sunday School | Christian education for children | 35 - 40 | Weekly | CE Director |
| Adult education | Small group discussion | 10 | Weekly | Lay-leader |
| Choral choir | Provide special music for worship | 15 – 20 | 3X per mo. | Director |
| Bell choir | Provide special music for worship | 12 | 1X per mo. | Director |
| Auction planning | Major church fund-raiser | 6 - 8 | 6 months | Lay-leader |

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.

C 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

S some have left our church because of conflict

N 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: We relate very strongly to our congregational heritage and work through problems together, giving all a chance to speak. Ours is an open and caring congregation. We listen and interact with each other much the same way a large family does. We don't always agree, but we have learned that our differences are what make us a strong healthy congregation.

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 emphasis such as healing services, contemporary worship, etc.)

One worship service is held on Sundays at 10:00 a.m. (Sunday School held at 8:45 a.m.).

Traditional hymns and contemporary songs are sung during the service by the congregation. Some services include special contemporary music. The choir and bell choir provide special music weekly. A children's voice choir and bell choir started in 2007. We are open to new worship services, times and songs targeted to specific groups.

Intinction and pew Communion is celebrated monthly. Children may receive Communion with their parent's approval.

Children's time, which includes a children's message and prayer, is held during each service.

- 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? n/a

- 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: by the Pastor and the Board of Deacons.

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

Dynamic, thought-provoking and theologically based. Someone that can bring the biblical stories to life and help us apply them to the present day.

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

Lead the worship process integrating scripture, prayer, meditation and music.

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

New Century and The Faith We Sing hymnals

- g. Have you considered using another hymnal?

Our hymnals were updated within the last 5 years.

- 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 is not an important issue at our church.

WIDER CHURCH CONNECTIONS

27. United Church of Christ

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

Some members have participated at various levels.

Do you send delegates to association and conference meetings?

Regularly _____ Occasionally X Never _____

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

Yes X No Not Sure

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

Participation in Local Clergy Association and involvement at Association and Conference levels as time allows.

- 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:

- Ecumenical Thanksgiving service
- Good Friday service with the United Methodist Church

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

Leadership and on-going participation and collaboration with area clergy.

Exposure of Confirmands to other Christian/non-Christian faith communities is part of our Confirmation program.

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:

- Describe what your church has learned from the experience about itself and its relationship with persons who provided ministerial leadership:

We learned that we need to better define our pastoral needs and expectations. We also learned through our struggles that we can survive and heal and become a strong congregation again.

30. Does the church have a Pastoral Relations Committee? yes no
If yes, describe its purpose, functions and how often they meet:

The Minister Member Relations Committee consists of the minister and four church members who meet quarterly to provide an avenue for communication between the minister and the congregation. It is the responsibility of the committee members to be liaisons who keep communication in confidence.

31. If there is periodic assessment/evaluation of the nature of the work and of the performance of that work for the position you are seeking to fill? Describe it:

There is an annual review between the Pastor and the Member Minister Relations Committee. We feel the performance review has been of great benefit to an effective, ongoing working relationship. In the past we have used various methods for performance evaluation. With input from the new minister we hire, our goal will be to develop a mutually agreed upon tool and process. The intention will be to facilitate an ongoing working relationship that grows stronger year after year.

Is the periodic ministerial evaluation coordinated with a regular assessment of the overall ministry of the congregation? Yes

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. <input checked="" type="checkbox"/> is an effective preacher/speaker | 24. <input type="checkbox"/> regularly encourages support of |
| 2. <input type="checkbox"/> continues to develop his/her | Our Church’s Wider Mission |
| theological and biblical skills | 25. <input type="checkbox"/> reaches out to inactive members |
| 3. <input checked="" type="checkbox"/> helps people develop their | 26. <input type="checkbox"/> works regularly in the development |
| spiritual life | of stewardship growth |
| 4. <input type="checkbox"/> helps people work together in | 27. <input type="checkbox"/> is active in ecumenical relationships |
| solving problems | and encourages the church to |
| 5. <input checked="" type="checkbox"/> is effective in planning and leading | participate |
| worship | 28. <input checked="" type="checkbox"/> is a person of faith |
| 6. <input type="checkbox"/> has a sense of the direction of | 29. <input type="checkbox"/> writes clearly and well |
| his/her ministry | 30. <input type="checkbox"/> works well on a team |

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
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 confidentiality
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.

GENERAL

33. Does your governing body or your search committee have a well-defined policy against discrimination? _____ Yes No

Comment: We follow UCC guidelines against discrimination.

34. Has your congregation participated in an ONA (Open and Affirming) study/discernment process?

_____ Yes No Comment:

35. Is there a position description of the pastor's role and responsibilities?

_____ Yes _____ No If "yes," please attach a copy.

It shall be the duty of the Minister to preach the Word of God, to officiate at the services of worship, to administer sacraments, to perform the rites, to visit the sick and needy, to set a Christian example by his or her own life, to be a teacher of the Christian faith, to be responsible for Confirmation and to

promote the spiritual welfare of the Church and its members in the community. The Minister shall become a member of the Church and shall be an ex-officio member of all boards and committees of the Church, except the Search Committee, as designated within the By-Laws. The Minister shall make an annual report of his or her activities to the Church and at such other times as may be directed by the Executive Board. It is the Minister's responsibility to provide an article for the monthly church newsletter.

Does your church have a personnel policy covering this position? _____ Yes ✓ No

36. List the titles of other paid staff positions for whom this person provides supervision and indicate whether these positions are full-time (FT) or part-time (PT).

| | | |
|-------------------------------------|-----------------|----------|
| Title: Secretary | <u> ✓ </u> PT | _____ FT |
| Title: Financial Secretary | <u> ✓ </u> PT | _____ FT |
| Title: Organist | <u> ✓ </u> PT | _____ FT |
| Title: Adult Voice Choir Director | <u> ✓ </u> PT | _____ FT |
| Title: Adult Bell Choir Director | <u> ✓ </u> PT | _____ FT |
| Title: Christian Education Director | <u> ✓ </u> PT | _____ FT |
| Title: Custodian | <u> ✓ </u> PT | _____ FT |
| Title: Parish Nurse | <u> ✓ </u> PT | _____ FT |

37. Name three people who have agreed to serve as references. Make sure they are not members of your church, but know your church well enough to be helpful to a final candidate seeking more information about your church, e.g., conference staff, person in community, neighboring pastor:

| Name | Telephone | Relationship to Your Church |
|--------------------|------------------|---|
| a. David Denoon | (847)714-7989 | most recent minister |
| b. Cathey Rennick | (920)756-9332 | former interim minister / friend to church |
| c. Bill Schoesling | (262)763-6226 | Love Inc. director (social services agency) |

38. What groups or individuals in your church have contributed to, reviewed, and/or approved this profile for circulation?

Search Committee and Reverend Jim Burd

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:

Plymouth Congregational United Church of Christ is a diverse congregation – in age, occupations and faith journeys. Plymouth lay leaders and members are involved in major activities and decisions affecting the church. We look to our minister to provide strong spiritual leadership through sermons, teaching and practice.

Our church committees and boards meet regularly and want clergy guidance and input. Lay liturgists routinely are a part of Sunday services. The addition of a parish nurse to the staff has further expanded the ministry of Plymouth to its people. The minister and parish nurse combine their skills to meet both spiritual and physical concerns of members – calling on and meeting with the sick and their caregivers, the homebound and those experiencing crisis in their lives.

Other staff – secretary has been with the church for many years and provides excellent support to the minister, parish nurse, lay leaders and members.

Plymouth is involved in the community and we expect this to grow as we reach out to young families – the future of our church – and new residents. Plymouth Children's Center, the first day care center in the Burlington area, provides a needed service as well as high visibility to the community, bringing young families into our building.

The atmosphere that nurtured a strong relationship among lay leadership, members and minister in recent years has fostered a closeness that has deepened our faith and dedication. This enables us to love and support each other as we visibly witness to the teachings of Jesus Christ. We would expect

our minister to continue to nurture this effort while bringing new vision and enthusiasm to the membership.

From our church by-laws comes the following purpose:

Plymouth Church will bear fruit by looking to the Word of God in the Scripture, and to the presence and power of the Holy Spirit. Through its inner life and its outward ministries to the community and the world, Plymouth Church is to:

- Worship God
- Emphasize faith, freedom and fellowship
- Help people on their spiritual journeys
- Provide the kind of caring love that Jesus demonstrated
- Seek justice, liberation and human fulfillment for all.

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