



**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: 08457

Ministry Name: Patuxent Presbyterian Church

Mailing Address: 23421 Kingston Creek Rd.

City: California State: MD Zip Code: 20619

Telephone Number: 301-863-2033 Fax Number: 301-863-8004

Email: churchoffice@paxpres.org

Web site: www.paxpres.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 _____ 261 _____



Church School Attendance _____ 99 _____

Church School Curriculum _____ Gospel Light _____

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)

___ 1 ___ Hispanic Latino/Latina, Spanish

_____ Middle Eastern

_____ Native Hawaiian or Other Pacific Islander

___ 98 ___ White

Other _____

Presbytery: National Capital Presbytery _____ Synod: Synod of Mid-Atlantic _____

Community Type (select one)

_____ College ___ X ___ Rural _____ Suburban

_____ Small City _____ Town _____ Urban

_____ Village _____ Recreation _____ Retirement

_____ N/A

Clerk of Session Contact Information:

Name Mike Paul _____

Address 23421 Kingston Creek Rd. _____

City California _____ State MD Zip Code 20619 _____

Preferred Phone 301-863-2033 _____ Alternate Phone _____

E-mail paulms@md.metrocast.net _____ FAX 301-863-8004 _____



***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
<u>0</u>	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) Lead Pastor/Head of Staff

***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	<input type="checkbox"/>	Interim Executive Presbyter Training	<input type="checkbox"/>
Certified Christian Educator	<input type="checkbox"/>	Certified Business Administrator	<input type="checkbox"/>
Certified Conflict Mediator	<input type="checkbox"/>	Clinical Pastoral Education Training	<input type="checkbox"/>
Other	<input type="text"/>		

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="text"/>	Other

Statement of Faith Required Yes No

Mission Statement

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

Mission Statement: We are called by God to foster intimate fellowship with our Heavenly Father, as we worship God and celebrate the good news of Jesus Christ; to nurture each other through Christian love, caring and fellowship; and empowered by the Holy Spirit, to minister to the world in Christ's name.



Vision Statement:

Inwardly Strong through Christ;
Outwardly Focused for Christ



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.

We strive to realize our Vision Statement *to be inwardly strong through Christ* by being a welcoming community, biblically based (II Tim. 3:16), honoring Christ as the only way of salvation (Acts 4:12). We are members of the Presbyterian Church (USA) and part of The Fellowship Community. We have a strong tradition of volunteerism. Over the past 17 months of pastoral vacancy, 14 new members have joined the church. It is not the work of a single person but rather the body of believers with a Christ-like attitude, shining with God's love, that draws people to PPC.

We grow *inwardly strong* on Sundays through:

- Two worship services: one casual (piano & guitar) & one traditional (organ, choir & periodic handbells)
- Sermons that carefully interpret and apply the Bible
- Youth Sundays with the Youth Praise Band
- Sunday School for children & adults

We grow *inwardly strong* during the week through:

- Our Christian pre-school which builds a foundation of faith for life
- Small Groups for Bible Study, fellowship & service
- Youth Group where our youth grow, socialize, invite friends, do service projects
- Congregational Care ministries to meet spiritual & physical needs of the Body, a loving presence during the joys and sorrows of life
- Prayer ministries that provide a powerful connection between us and God
- Fellowship gatherings that draw us close to one another

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

Southern MD is 1 ½ hours SE of D.C. A scenic peninsula once populated by farmers, with only 57,652 people, it has been transformed over the past 50 years by the Naval Air Station. Now an area of pilots &



engineers, the population is 198,000. The base employs 2,000 military & 20,000 civilian & contract personnel. There is a comfortable pace of life, yet with amenities such growth brings.

Our outreach budget is 10% of income. Recently, 17 members took a class on how to actively share their faith, confidently and sensitively (John 14:6). Our members engage in word & deed ministry.

We are *outwardly focused locally* through VBS, our Preschool and other local outreach programs. We support & provide volunteers for 26 ministries including:

- 4 food pantries
- Soup kitchens, meals prepared by Creative Christian Cooks
- WARM, houses & feeds the homeless in our facility for a week in winter
- Care Net Pregnancy Center
- Habitat for Humanity
- Community groups share our building

We are *outwardly focused nationally & internationally*. Members take mission trips to WV and Haiti. Pax Pres is a drop-off center for Operation Christmas Child, collecting 19% of the shoeboxes for the county.

We partially support 11 missionaries with whom we stay in touch. They include:

- Church planters- Kazakhstan, the UK, Japan & Thailand
- Campus ministers
- Bible school teachers-Ethiopia
- Young Life staff-Germany

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

Building on the Past. Our church is built upon the foundation of faithful members who preceded us.

- Began worship in a theater-1956
- Built a Neighborhood Church-1959
- Opened Preschool -1970's
- Changed focus from a Neighborhood Church to a Regional Church-1990
- Erected a new facility on a major highway-1995
- Era of growth (from 192 to 534 members)-1995-2011
- Hired a Music Director to develop music program-1996
- Enlarged the building for expanded ministry-2005
- Adopted Vision Statement: Inwardly Strong / Outwardly Focused-2007
- Hired a Small Group Coordinator to strengthen & increase small groups-2009



Building Toward the Future. Our survey interpreter said: “You are a healthy, transformational church. Do not rest on your laurels!” Our survey showed that we would like our new pastor to:

- Inspire the church through preaching & worship
- Provide leadership and work collaboratively with the Session, Deacons, Trustees, staff and our numerous volunteers
- Develop & implement a comprehensive strategy to reach & incorporate new people into the church
- Help us make the necessary changes to attract & nurture young families
- Strengthen the process by which members are called & equipped for ministry & leadership
- Provide more opportunities for spiritual formation
- Equip us to increase our evangelistic emphasis
- Assist in the selection of an Associate Pastor for Youth & Family (position is open to change)

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

We prayerfully seek a pastor with energy, motivation and a loving spirit who will bring a strong Scripture-based faith to our church. Our two most recent lead pastors served for 18 & 22 years. We look forward to our new pastor leading Pax Pres in its next chapter. We would like a pastor who:

- Rests in the providence of the Father, is devoted to Jesus and dependent on the Holy Spirit.
- Has strong preaching skills, delivering Bible-based sermons sprinkled with current illustrations, stories, movie clips, etc. which appeal to younger members.
- Loves the church & is an available advisor & counselor
- Is genuine, a person of integrity, spiritually mature, a good example
- Supports the ministries of the church, encouraging the staff & periodically visiting various ministries, inspiring members to love & serve others
- Has a sense of humor, enjoys people & is approachable
- Demonstrates the ability to communicate across all generations, genders & races within our congregation and our community, including the use of social media to spread the Gospel
- Is a self-starter, highly motivated
- Works collaboratively with all members, empowers others, willing to delegate
- Able to see the long-term effects of actions and planning; anticipates and weighs the future implications of decisions made by Session and the various ministries
- Maintains a good balance between grace & truth

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



We are an established congregation currently served by an Interim Pastor. During this period, we have replaced all the roofs on campus, procured final bids for an expansion of our office area (a project prompted by our growing staff), & successfully negotiated the Covid19 pandemic by initiating online worship, Bible studies and meetings.

We now seek a Pastor/Head of Staff to lead us into God's future for us. The Lead Pastor will be responsible to:

- Preach, lead worship & administer the sacraments
- Lead a staff of 7 that works collaboratively and equips our many volunteers: An Associate Pastor & Preschool director (both full-time) and a Small Groups Director, Treasurer, Communications Director & 2 Office Managers (all part-time)
- Pray for and encourage the ministry leaders in Worship, Christian Education, Outreach, Congregational Life, Administration, Finance, Trustees and Deacons
- Develop, along with the elders, a vision for the church's next chapter
- Take an active role in pastoral care in conjunction with the Congregational Care team
- Moderate Session & assist it in moving forward with the Strategic Plan
- Open & participate in the monthly Ministry Meeting
- Provide daily guidance to the Office staff
- Participate in the search for an Associate Pastor

In short, equip us to be Inwardly Strong through Christ/Outwardly Focused for Christ (Eph. 4:11,12).

www.paxpres.org (links to Pax Pres social media sites may be found on the church website)

[Pax Pres Facebook Page](#)

[Pax Pres Youth Group](#)

[Pax Pres Fellowship in Pictures](#)

[The Fellowship Community](#)

[Visit St. Mary's County](#)

[Visit Calvert County](#)

[St. Mary's County Facts & Figures](#)

[Calvert County Facts & Figures](#)





***LEADERSHIP COMPETENCIES**

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

THEOLOGICAL/SPIRITUAL INTERPRETER		
X	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.	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.
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 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.
	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 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.	Bilingual – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.
	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.	Media Communicator: Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)
	Technologically Savvy - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.	



ORGANIZATIONAL LEADERSHIP

<p>Advisor – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.</p>		<p>Change Agent – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.</p>
<p>Contextualization – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.</p>		<p>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.</p>
<p>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.</p>		<p>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.</p>
<p>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.</p>		<p>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.</p>
<p>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.</p>	X	<p>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.</p>
<p>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.</p>	X	<p>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.</p>
<p>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.</p>		<p>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.</p>
<p>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</p>		



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.	X	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
	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.		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.
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.		

***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 \$ 90,900 Maximum *Effective* Salary _____

Housing Type _____ Manse
 _____ 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: Tim & Leslie Springer _____

Address: 2563 Forest Knoll, Annapolis, MD 21401-6931 _____

Phone Numbers: (301) 997-6955 _____

Relation: Former members who moved away

E-mail: spring8474@gmail.com _____

Name: Rev. Lyman Smith _____

Address: 11300 Rockville Pike, Suite 408 Rockville, MD 20852 _____

Phone Numbers (240) 277-5882 _____

Relation: Presbytery CTC Co-Chair / Liaison to our church _____

E-mail: lymansmithctc@gmail.com _____



Name: Wanda DiGennaro, HOPE of Southern Maryland _____
Address: 21641 Great Mills Road, Lexington Park, MD 20653 _____
Phone Numbers: (301) 737-2877 _____
Relation: Local ministry partner _____
E-mail: h.o.p.e.somd@gmail.com _____

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

Name Jim Osterhouse
Address 11450 Asbury Circle, Apt. 326
City Solomons State MD Zip Code 20688
Preferred Phone 410-394-3252
Alternate Phone 443-771-7212
E-mail Address for PNC Communications (required): paxprespnc@yahoo.com

ENDORSEMENTS

Pastor Nominating Committee/

Search Committee _____ Date _____

Signature

Clerk of Session _____ Date _____

Signature

Presbytery _____ Date _____

Signature