



**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: **1758**

Ministry Name **Westminster Presbyterian Church**

Mailing Address: **2821 Bell School Road, Rockford, IL 61107**

Telephone Number: **815-282-1500** Fax Number **815-282-1511**

Email: **PNC@westminsterchurch.cc**

Web site **WestminsterChurch.cc**

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: 375

Church School Attendance: 50

Church School Curriculum: Various



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
- 1 Asian
- 1 Black or African American (African Native, Caribbean)
- 1 Hispanic Latino/Latina, Spanish
- _____ Middle Eastern
- _____ Native Hawaiian or Other Pacific Islander
- 97 White
- Other _____

Presbytery Blackhawk Synod Lincoln Trails

Community Type (select one)

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

Clerk of Session Contact Information:

Name: Mrs. Dale Prindiville
Address: 5848 Heatherwood Lane
City: Rockford **State:** IL **Zip Code:** 61109
Preferred Phone: (847) 477- 4484
Alternate Phone: None
E-mail: dprindi65@gmail.com

***Select below the position to be filled and the minimal number of years of experience required**

<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
3	Head of Staff (supervised one teaching elder and other staff)		Executive Director



	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
	Pastor Interim		Administrator
	Pastor (for a designated term)		Funds Developer
	Pastor (Other Temporary i.e., Supply, Student)		Finance Manager
	Pastor, yoked/parish		Media Specialist
	Co-pastor		Communicator
	Executive Pastor		Coordinator
	Evangelist or Mission Pastor		Youth Director (non-ordained)
	Bi-vocational/Tentmaker		Other
	Chaplain		
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		
	Synod Executive		
	Mid-Council Program Staff		

You may also specify the position title (if appropriate) _____



***Employment Status**

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

Is this a yoked congregation? No Yes
 (If yes, please complete the Yoked Congregation Detail Form.)

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

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

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 _____

Language Requirements

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

Statement of Faith Required Yes No

Mission Statement

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

*As a response to God's grace to us, our timeless mission is to be
 Gathered in Love,
 Centered in Christ, and
 Empowered for Mission,
 through the presence of the Holy Spirit and founded on the Word of God and Confessions
 of the Presbyterian Church USA.*



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.

Our Vision Statement defines who we are: Missionaries: Inviting, Growing and Serving. To that end, we identified the following long-term strategic goals as an organization:

- 1. Westminster is a place to worship and serve God that recognizes and addresses emerging needs within the community, and is open to all people and all generations.*
- 2. With an emphasis on God in our daily lives, Westminster provides a variety of enriching and Christ-centered worship experiences, as evidenced by the attendance of our members.*
- 3. Westminster stewardship supports the on-going and future needs of the Church as well as the mission needs of the community.*
- 4. Westminster provides a variety of ministries to grow individuals' relationships with God throughout all phases of their lives.*
- 5. Westminster is a recognized leader with involvement in the local and global community through mission and ministry.*
- 6. Westminster is a Church that supports and develops dynamic, committed, and visionary ministerial and congregational leaders.*

As part of our Strategic Plan we have additionally highlighted the following shorter-term goals as enablers of the longer-term Church Vision:

- 1. Increase participation in the children's and youth programs*
- 2. Increase attendance at formal worship services by 5% per year*
- 3. Position Westminster as an exciting, innovative church within the Rockford community*
- 4. Establish long-term physical, operational, and financial stability*

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

We nurture worship diversity with three unique Sunday services, a vibrant music program and learning opportunities for both children and adults. We aspire to be an inviting church home for all who are eager for genuine worship and intentional discipleship. Westminster offers a broad range of opportunities throughout the month touching all ages of our congregation and community, including the midweek Kid's Club, a popular Upward Sports program, youth ministry, a preschool program, women's circles, Bible study, Men's Forum and Stephen Ministry.

Our facility enables us to extend the Kingdom of God beyond our members. We invite the community into our church by opening the doors of our building to groups such as Christian Youth Theater, Barbershoppers, Food Addicts Recovery, 4-H, and Anger Alternatives.

Taking Christ outside our walls, Westminster actively engages in missions locally and globally with both our personal service and our financial support. We partner with many agencies to address issues of poverty, substance abuse, women and children at risk, food insecurity and homelessness.



The members and staff of Westminster are committed to providing love, care, and support to those inside and outside of our church walls; led by our deacons, we walk the path of life with Christ and answer God's call to be servants to those in need. Through the blessings of God, Westminster has the right gifts, skills and experiences to meet whatever challenges arise.

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

The senior pastor / head of staff will be responsible for working with Church leadership to align with the short and long term action plans to enable the visions and goals described in #1. The senior pastor / head of staff will have primary responsibility for defining and building a world class staff that has the capability and capacity to achieve the goals set forth by the Church. Strong organizational and interpersonal dynamics will be essential for creating and fostering a culture founded on our Mission Statement.

The new pastor will inherit a talented staff with strong programs – pastoral, music, children and youth, administration, maintenance and support services. Nevertheless, change happens, and the new pastor will have some opportunities for flexibility in staffing and hiring.

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

We have had some excellent pastors and have found the best to be:

- An engaging, thought-provoking preacher and worship leader who is comfortable with all the nuances that requires – to be both rabbi and disciple, confident and humble, deep and simple, meet people where they are yet motivate change, finding inspiration and challenge in both old and new.*
- A keen organizer who can recognize both the gifts and the weaknesses of individuals and groups alike in order to execute and influence the success of outcomes. Open communication and a capacity for relationship and community building across generations is vital as well.*
- A strategic thinker and visionary – one who sees beyond the day to day and can encourage, equip and mentor others to keep moving toward the big picture.*
- An individual who models a mature faith and rich spiritual life; someone who demonstrates a commitment to studying and understanding God's word and acts with wisdom, integrity, patience and grace. We know you can't be perfect. But you can be authentic; striving to live in obedience to God.*
- Finally, we require someone who is able to "leap tall buildings in a single bound" – and has a healthy sense of humor!*

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

- 1) Preaching and Worship Leadership: Preach at least 36 times each year ensuring Sunday mornings are staffed as well as special worship experiences throughout the year (Christmas Eve, Maundy Thursday, etc.)*
- 2) Vision and Administration: Provide leadership and ideas for continued development of Westminster Presbyterian Church (WPC). Create functional structures for current and future effectiveness.*
- 3) Head of Staff: Work with Human Resources Commission to fill positions and manage/lead staff in a manner that allows for the development of each person and advances the ministries of WPC.*



- 4) Moderator of the Session: Moderate the Board of Elders through well organized and focused meetings while allowing all elders to be heard. Carry our session decisions and ensure session commissions are functioning effectively toward the mission and vision of WPC.
- 5) Pastoral Care: Participate in rotational assignment of calling on those in the hospitals, etc. Be connected to Stephen Ministers. Provide memorial services, weddings and baptisms. Active engagement with all generations from youth through seasoned members of the church.
- 6) Stewardship: Lead the church in good stewardship practice, including fund-raising efforts for annual and special campaigns.
- 7) Represents Westminster Presbyterian Church: Represent WPC in a wide variety of settings in the community; participate in the life of the PC(USA) and actively manage a self-growth plan.

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)

www.westminsterchurch.cc

www.rockfordil.com

www.rockfordchamber.com

www.gorockford.com



***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.	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.	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>
X	<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>



X	<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 strengths and limitations of others.</p>		
INTERPERSONAL ENGAGEMENT			
X	<p>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.</p>	X	<p>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.</p>
X	<p>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.</p>		<p>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</p>
	<p>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.</p>		<p>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.</p>
	<p>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.</p>		



***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 \$ 130,000 Maximum *Effective* Salary _____
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?

X 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. Dr. John Rickard
Address: PO Box 199, Oregon, IL 61061
Phone Numbers: (815) 732-6111 x 603
Relation: General Presbyter
E-mail: johnrickard@blackhawkpresbytery.org



Name: Rev. Brad Rogers
Address: 9751 Bonita Beach Rd. Bonita Springs, FL 34135
Phone Numbers: (239) 992-3233 Ex. 248
Relation: Former Associate Pastor
E-mail: brogers@fpcbonita.org

Name: Rev. Blake Richter
Address: 830 N Annie Glidden Rd, DeKalb, IL 60115
Phone Numbers: (815) 756-2905
Relation: Commission on Ministry Liaison Blackhawk Presbytery; Westminster Presbyterian DeKalb
E-mail: richterbk@gmail.com

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

Name: Greg Winn
Address: 631 Fieldcrest Road
City: Belvidere **State:** IL **Zip Code:** 61008
Preferred Phone: (815) 668-2336 (Cell)
E-mail Address for PNC Communications (required): PNC@WestminsterChurch.cc

ENDORSEMENTS

Pastor Nominating Committee/
Search Committee _____ Date _____
Signature

Clerk of Session _____ Date _____
Signature

Presbytery _____ Date _____
Signature