



**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 05985
Ministry Name Brunswick Church
Mailing Address 42 White Church Ln.
City Troy State NY Zip Code 12180
Telephone Number 518-279-3792 Fax Number 518-279-0669
Email apnc@brunswickchurch.org
Web site www.brunswickchurch.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 240



Church School Attendance 20 Children, 20 youth, 20 adults

Church School Curriculum Self Generated

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

3% Asian

1% Black or African American (African Native, Caribbean)

 Hispanic Latino/Latina, Spanish

 Middle Eastern

 Native Hawaiian or Other Pacific Islander

96% White

Other

Presbytery Albany Synod Northeast

Community Type (select one)

 College Rural X Suburban

 Small City Town Urban

 Village Recreation Retirement

 N/A

Clerk of Session Contact Information:

Name David Oster

Address 87 Tambul Ln

City Troy State NY Zip Code 12180

Preferred Phone 518-279-4481 Alternate Phone

E-mail doster3@nycap.rr.com FAX



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

<u>Years of Experience</u>	<u>Position Type</u>	<u>Years of Experience</u>	<u>Position Type</u>
	Solo Pastor		General Assembly Staff
	Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff)		Church Business Administrator
	Head of Staff (supervised one teaching elder and other staff)		Executive Director
	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
Up to 2 years	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) Temporary Associate Pastor

***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?



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.
2. How do you feel called to reach out to address the emerging needs of your community or constituency?
3. How will this position help you to reach your vision and mission goals?
4. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.
5. For what specific tasks, assignments, and programs areas will this person have responsibility?

Essay questions - see pp. 11-13

OPTIONAL LINKS

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



***LEADERSHIP COMPETENCIES**

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

THEOLOGICAL/SPIRITUAL INTERPRETER		
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.	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

X	<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>	<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>	<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</p>	



strengths and limitations of others.		
INTERPERSONAL ENGAGEMENT		
	Interpersonal Engagement - Displays a consistent ability to build solid relationships of trust and respect inside and outside of the organization; engage people, organizations, and partners in developing goals, executing plans, and delivering results; use negotiation skills and adaptability to encourage recognition of joint concerns, collaboration, and to influence the success of outcomes.	Bridge Builder – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
X	Motivator - Creates and sustains an organizational culture which permits others to provide the quality of service essential to high performance. Enables others to acquire the tools and support they need to perform well; and influences others toward a spirit of service and meaningful contributions to mission accomplishment.	Personal Resilience: Learns from adversity and failure; picks up on the need to change personal, interpersonal, and leadership behaviors; deals well with ambiguity; copes effectively with change; can decide and act without having the total picture; comfortably handles risk and uncertainty; seeks feedback; expresses personal regret when appropriate
X	Initiative: Demonstrates ambition is highly motivated; is action oriented and full of energy for things seen as challenging; seizes opportunity; pushes self and others to achieve desired results.	X 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.
	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 \$ 49,000 Maximum *Effective* Salary 60,000

Housing Type Manse
 X Housing Allowance
 Open To Either (Manse or Housing Allowance)
 Not Applicable (*For Non-pastoral Positions Only*)



***EQUAL EMPLOYMENT OPPORTUNITY**

The unity of believers in Christ is reflected in the rich diversity of the Church’s membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore, no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than stated in this Constitution. (F-1.0403)

Each Pastor Nominating committee and Search committee is expected to undertake its search for a Teaching Elder in a manner consistent with the good news that in the church “...as many of you as were baptized into Christ have put on Christ. There is neither Jew nor Greek, there is neither slave nor free, there is neither male nor female; for you are all one in Christ Jesus.”

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

Yes

No

REFERENCES (Limit 3)

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

Name Rev. David Bennett
Address 21 Nolan Rd., Ballston Lake, NY 12019
Phone Numbers 518-930-8182
Relation Former nearby pastor, COM member
E-mail presbydavid@gmail.com

Name John McAuley
Address 113 Winter St., Troy, NY 12180
Phone Numbers 518-894-7771
Relation Nearby PCUSA pastor
E-mail jjmcauley@nycap.rr.com



Name Elizabeth Shen O'Connor
Address 1415 S Underwood St., Kennewick, WA 99337
Phone N 509-405-0980
Relation Former Associate Pastor
E-mail elizshenocon@gmail.com

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

Name Matthew Clark
Address 51 5th Ave
City Troy State NY Zip Code 12180
Preferred Phone 518-435-5035
Alternate Phone _____
E-mail Address for PNC Communications (required): apnc@brunswickchurch.org

ENDORSEMENTS

Pastor Nominating Committee/ Matthew Clark Date 5/20/2018
Search Committee _____
Signature

Clerk of Session David B. Oster Date 5/20/2018
Signature

Presbytery _____ Date _____
Signature

Our vision is to grow as disciples who ADORE God, BELONG together in Christ, and COMMIT to serving others.

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

Our vision begins with seeking to grow as disciples. Jesus' followers were transformed from ordinary people to extraordinary disciples of God by following him. Likewise, we want to follow Christ today, and by doing that, become stronger disciples tomorrow than we were yesterday. Growing as disciples also means bringing in new disciples; helping people come to faith in Christ and bringing disconnected Christians from isolation to God-centered community.

"ADORE God, BELONG together in Christ, and COMMIT to serving others" helps to clarify how we follow Christ as disciples at BC. Adoring God through gathered worship is central to BC. We offer contemporary and traditional worship on Sundays and Thursday evenings. Youth lead contemporary worship services several times a year, while multi-generational bands and choirs reflect our passion for encouraging all to glorify God in worship.

We "belong together in Christ" through a variety of ministries, small groups, Bible studies, and Sunday Growing Community classes. In our Youth and Children's Ministries, 30+ children gather to learn and worship. Our mid-week AWANA program and Youth Group help disciple our youth, and VBS welcomes 130+ children each summer.

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

We "COMMIT to serving others" in a variety of ways. Our congregation comes from urban (Troy NY), suburban and rural areas. Our vision is to set a practical example of our service as Christians and draw our community to form a personal relationship with Christ. While members minister individually, as one body we serve our congregation and local community through our food pantry, daycare, parish groups, prayer chain, pastoral care team, deacons ministries, school backpack and food distribution programs and an international student picnic for college students. We serve those beyond our local area through support of mission partners.

Our vision for a broader and more developed ministry would be a ministry that not only develops our current disciples personally and spiritually but also expands our outreach in the community. In addition to meeting immediate needs, we want ministries to foster community, help the lost be found, and strengthen the relationship of "the found" with Christ.

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

As a church, we have felt lead to call an Associate Pastor to BC through the Stated Supply hiring process in order to help us:

- Foster spiritual growth through excellent preaching and teaching
- Meet our pastoral care needs
- Work with, develop and facilitate the effectiveness of our ministry teams
- Communicate our vision to varied, multigenerational groups within BC
- Be an effective ambassador of Jesus Christ to our surrounding community

God is calling an associate pastor to BC who has the same vision and mission goals that we do; a pastor who wants to grow as a disciple and help others on their discipleship journeys, one who adores God, sees the necessity of belonging together in community in Christ, and who is committed to serving the world. As iron sharpens iron, so one person sharpens another (Prov. 27:17).

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

We are looking for an associate pastor who is a disciple maker; someone who, in the process of leading effective ministry, makes those around him or her stronger disciples of Jesus. He or she must be grounded in prayer, and have confidence in the Word and in our salvation through Christ alone. We are seeking an individual with a compassionate, caring heart who communicates well, builds consensus, and is a self-starter who will practically pursue our vision as a church.

We are looking for an associate pastor who can minister to a congregation that has a range of theological positions, but is Christ centered, Biblically grounded, and evangelical in character. The majority of the congregation is more theologically conservative than our presbytery, and the new associate pastor will have to be able to be part of a team that still engages the denomination with energy and conviction while maintaining a somewhat different theological perspective.

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

The call of Associate Pastor for Brunswick Church, is for a disciple of Christ who will work with a Pastor, Head of Staff as part of a two-person pastoral team plus an office manager and six part time staff.

Our new associate pastor will have a variety of responsibilities, some of which may be flexible depending on personal giftings. Pastoral care responsibilities will include being the primary pastoral contact with many ministries of the church, including deacons and the pastoral care team. The associate pastor will perform visitations, counseling and maintain our prayer list.

Worship and music responsibilities may include preaching approximately once a month, participating in worship liturgy and planning and coordinating with choirs, bands and A/V.

Teaching/training responsibilities may include baptism/new members classes, occasional bible study and sunday school teaching, new officer training, and similar opportunities.

In these and similar roles, our new associate pastor should be open to new ideas as well as to various forms of corporate worship. He or she should be able to encourage the congregation to move forward, out of its comfort zone, empowering the congregation to grow and serve beyond their present levels. We expect this pastor to help identify the gifts in others and to assist them to use their gifts in service, at BC in the community locally, and globally.