

# Congregational Profile Form

*To be completed by Rosedale Network congregations seeking new pastoral leadership.*

The purpose of this form is to aid congregations in presenting information to prospective candidates for a pastoral leadership position. It may also aid the pastoral search committee in self-understanding as they assess the strengths and weaknesses of the congregation at the time of pastoral transition.

## A. General Information

1. **Name of Congregation:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Church Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Website:** \_\_\_\_\_

2. **Chairperson of search committee:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

3. **Name of overseer/conference minister assisting the search committee:**

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

4. **Year the congregation was founded:** \_\_\_\_\_

5. **Year the congregation joined Rosedale Network:** \_\_\_\_\_

6. **Membership:** \_\_\_\_\_

Average weekly worship attendance: \_\_\_\_\_

Number of households (member and non-member): \_\_\_\_\_

7. **Age of members and children.** Give totals and percentage:

0-12 \_\_\_\_\_ 31-45 \_\_\_\_\_

13-18 \_\_\_\_\_ 46-64 \_\_\_\_\_

19-30 \_\_\_\_\_ 65+ \_\_\_\_\_

**8. Occupational profile of ages 19-70. Give totals:**

Business/manager/proprietor _____	Homemaker _____
Education/administration/teacher _____	Clerical/sales _____
Craftsman/laborer/operative _____	Student _____
Medical/doctor/nurse/administration _____	Short-term/full-time ministry _____
Other professional _____	Church institution
Agriculture _____	administration/minister _____

**9. Highest educational level of adults. Give percentages:**

Up to and including high school: \_\_\_\_\_  
Some college or college graduate: \_\_\_\_\_  
Graduate school: \_\_\_\_\_

**10. Describe the racial or ethnic composition of the congregation:**

**11. Type of community served by the church:**

\_\_\_\_ Rural  
\_\_\_\_ Village (under 2500)  
\_\_\_\_ Town (under 10,000)  
\_\_\_\_ City (over 10,000)  
\_\_\_\_ Large city (over 100,000)  
\_\_\_\_ Metropolitan area (over 1,000,000):

**12. Which best describes the community?**

\_\_\_\_ Growing  
\_\_\_\_ Stable  
\_\_\_\_ Declining

**13. Describe the racial or ethnic composition of the community served by the church:**

**14. List three primary employers in the community:**

**15. Identify other Mennonite/Anabaptist churches in the community, if any:**

**16. Name of the nearest college or university:**

In what way does your church relate to this academic community?

**17. Identify significant issues confronting your community:**

**18. Describe significant assets of your community:**

**19. Describe how your church participates in community affairs and interchurch programs:**

## **B. Church Structure and Program**

**1. Identify the primary governing body (elders, deacon, council) which represents the congregation:**

**2. Identify other significant leadership/planning bodies:**

**3. Sunday school**

Number of children's classes: \_\_\_\_\_

Number of youth classes: \_\_\_\_\_

Number of adult classes: \_\_\_\_\_

What curriculum is used by these classes?

Total Sunday school enrollment:

Average total attendance:

**4. Describe your youth program:**

Does your congregation support and send young people to Bethel Camp, Rosedale Bible College, and Rosedale International?

**5. Does your congregation have an active small group program? If so, describe the groups and particularly the purposes of the groups:**

**6. What men's/women's organizations are active?**

**7. Describe other special programs or groups:**

**8. What outreach/evangelism outreach programs to the community does your congregation support and participate in?**

**9. Do community programs or groups utilize your church facilities? Who are they and how often?**

**10. Describe the worship music used by the congregation:**

**C. Church building and property**

- 1. Seating capacity of sanctuary or worship area: \_\_\_\_\_**
- 2. Date of construction of church building: \_\_\_\_\_**
- 3. Date of last renovation: \_\_\_\_\_ Describe what was done:**
- 4. What, if any, building/renovation is needed or projected?**
- 5. Describe the educational facilities:**
- 6. Describe the fellowship and/or recreational facilities:**
- 7. Describe the church office location and equipment: printing/copy machine, computers, etc:**
- 8. Are the building and equipment adequate for an effective program?**
- 9. Name the insurance company and describe the coverage for church liability, property, pastor's liability, etc., for the church: \_\_\_\_\_**

## D. Church Finances

### 1. Receipts

Offerings received: \_\_\_\_\_

Receipts other than offerings: \_\_\_\_\_

Total receipts: \_\_\_\_\_

### 2. Disbursements

Local outreach: \_\_\_\_\_

Local capital disbursements: \_\_\_\_\_

Other local ministries: \_\_\_\_\_

Rosedale Network of Churches: \_\_\_\_\_

Rosedale Bible College: \_\_\_\_\_

Rosedale International: \_\_\_\_\_

MCC and Mennonite World Conference: \_\_\_\_\_

Other Mennonite causes: \_\_\_\_\_

Non-Mennonite causes: \_\_\_\_\_

Total disbursements: \_\_\_\_\_

### 3. Who makes recommendations regarding pastoral and staff salaries?

### 4. Who determines the church budget or makes recommendations to the congregation?

### 5. What plan is used to challenge the congregation to Christian stewardship and to raise the budget?

### 6. Current total budget: \_\_\_\_\_

### 7. Is there church indebtedness? Yes \_\_\_\_\_ No \_\_\_\_\_ Amount: \_\_\_\_\_

How is it being reduced?

## E. Staff

### 1. Identify the present position for which you are seeking a candidate:

### 2. Two previous persons in the above position:

Name: \_\_\_\_\_ Dates of service: \_\_\_\_\_ to \_\_\_\_\_

Name: \_\_\_\_\_ Dates of service: \_\_\_\_\_ to \_\_\_\_\_

Comment on the transitions experienced by the above staff persons. What were the reasons for the termination? By whom and how were decisions made?

**3. Salary range for a full-time senior pastor:**

Cash salary: \_\_\_\_\_

Housing allowance and utilities or parsonage: \_\_\_\_\_

Social Security cash assistance: \_\_\_\_\_

Family medical health plan (deductible amount \_\_\_\_\_):

Retirement/pension plan: \_\_\_\_\_

Continuing education: \_\_\_\_\_

Other benefits: \_\_\_\_\_

Auto expense: \_\_\_\_\_

Other professional expenses: \_\_\_\_\_

Projected changes for new pastor: \_\_\_\_\_

**4. Identify other staff (assistant/associate pastor, lay ministers, office secretary, custodians, musician, other):**

Title	% of full-time	Specific responsibilities	Years served
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**5. Describe housing options for the above position. Is there a parsonage or housing allowance?**

**F. Other (Please use a small group consensus for answers given in this section.)**

**1. Describe the commitment of your congregation to Anabaptist/Mennonite faith. What issues in that faith heritage are important to you?**

**2. What is the mission of your congregation? Describe any particular focus or special emphasis that characterizes the church's ministry such as overseas missions, evangelism, etc. Has the congregation worked at goal setting and with what results?**

3. What is your view of the pastor's role in the congregation? Are there special gifts in ministry which you hope will be fulfilled? How do you expect the pastor to be a representative of the congregation?
4. Church morale: Assess the spiritual and emotional health of the congregation. Are relationships among members wholesome and harmonious? Is there openness to new ideas and ways of doing things?
5. What changes or trends do you envision for the congregation over the next five years?
6. Name of group or persons responsible for completion of this form:
7. Date of completion: \_\_\_\_\_