



**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 02696

Ministry Name Westminster Presbyterian Church

Mailing Address 1301 Kimball Ave

City_ Waterloo___State __ IA__ Zip Code 50702

Telephone Number__319-234-5501_ Fax Number 319-232-9460

Email

Web site wpcw.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 210

Church School Attendance Approx 203 under age of 25

Church School Curriculum Sparkhouse

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 North Central Iowa Synod Lakes and Prairies

Community Type (select one)

_____	College	_____	Rural	_____	Suburban
<u>X</u>	Small City	_____	Town	_____	Urban
_____	Village	_____	Recreation	_____	Retirement
_____	N/A				

Clerk of Session Contact Information:

Name Gary Iversen

Address 1301 Kimball Ave

City Waterloo State IA Zip Code 50702

Preferred Phone 319-232-3630 Alternate Phone

E-mail Iversen.gary@gmail.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)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
<u>2-5</u>	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)

Interim 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 checked="" type="checkbox"/> _____	Interim Executive Presbyter Training _____
Certified Christian Educator _____	Certified Business Administrator _____
Certified Conflict Mediator _____	Clinical Pastoral Education Training _____
Other _____	

Language Requirements

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

Statement of Faith Required Yes _____ No

Mission Statement

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

With Christ as our Cornerstone.....We Believe, We Belong, We Become, We Build.



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.

With Christ as our Cornerstone we Believe, Become, Belong, and Build Together.

Believe: Worship

Westminster provides compelling worship services in multiple formats, resulting in people being energized in their love of God. At Westminster, worship is more than Wednesday classes and Sunday services but engages all the ways we bring glory to God in our daily lives. Our worship boldly proclaims that Jesus Christ is "God with us" and the one who transforms us from self-centeredness to God-centeredness and enables us to become focused more on loving others and meeting the spiritual, social, physical, emotional, and economic needs of others.

Become: Spiritual Growth

Westminster Presbyterian provides spiritual transformation opportunities for all. Westminster Presbyterian focuses on enabling and encouraging each other to grow deeper in our relationship to Jesus Christ and more open in our love for others. We are a congregation that honors prayer by providing opportunities to learn about prayer and to practice praying publicly, privately, silently, and verbally.

Belong: Care and Hospitality

Westminster Presbyterian is a radically welcoming congregation. We provide a depth of care and hospitality that is life changing. People outside the church are drawn in by the level of care and compassion that is shown by our congregation. Our hospitality serves as a witness to our hope in Christ. We will learn to be prepared to answer to others who ask us about the hope we have.



Build: Mission

Westminster Presbyterian is seen within our community as the go-to beacon of God's love, engaging communities locally and around the world. Our service to others is seen as preserving the dignity of those served so they are honored as created in God's image and loved as a child of God.

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

Mission outreach is a priority at Westminster Presbyterian Church. We tithe 10% of our annual budget to support mission outreach. The Mission Committee allocates this funding to local, national and international non-profit organizations such as the Food Bank. We live in a community where a large portion of the population is food deprived. In the spring of 2020 we initiated a food pantry in partnership with the Northeast Iowa Food Bank. It currently serves 173 families twice a month. In response to world hunger we organize and facilitate "Feed My Starving Children Initiative" annually, as a Cedar Valley effort.

Because our local school district dropped the elementary music program, our church initiated a music academy to provide instrumental lessons to elementary age children.

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

Under the leadership of the successful candidate for this position, a 3-5 year plan will be developed. The plan will consider forecasts of expenses and giving, taking into consideration inflation and membership, changing demographics and how that impacts giving. A portion of the plan will also include an assessment of the spiritual growth needs of the membership and include actions as needed to address shortcomings in this area.

Financial giving by the membership has not supported the operating budget for the last 5 years. It has been necessary to supplement the financial gifts from the membership with funding from the Endowment Fund. This strategy is not sustainable going forward.



Worship attendance before the pandemic shut down the church had been declining for several years as well. Some members express concern for feeling worship services and Christian Education classes have not been meeting their needs for spiritual growth.

Although, it's unclear what will happen post pandemic, we are in a time of great opportunity where we could apply what we have learned over the pandemic, and reach out to people in a new way. Although there are currently online options for worship, we would like to maintain a robust and spirit filled in person worship. We see this as a time of transition where God will do new things through us, and the new pastor who comes alongside us.

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 seeking a visionary leader that can help us imagine a successful future for our church in these complex and rapidly changing times. We need someone that can facilitate the sharing of our envisioned future across the congregation and the larger community outside our church in such a way that it is compelling, relevant, and meaningful.

We need someone possessing the skills and abilities, such as empathy, compassion, collaboration, and approachability, to help us move towards our shared vision for the future. For example, help us navigate the pandemic and move toward a worship experience embracing and incorporating what we have learned. This will require a willingness to confront conflict, prioritize initiatives, and delegate different aspects of the ministry.

We are seeking an inspiring and engaging worship leader who is able to inspire not only from the pulpit, but from various platforms; creatively integrating the worship experience with the talents and gifts of the congregation.

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

As head of staff you will be responsible for giving us hope, mending torn relationships, facilitating the development of peacemaking skills, and be our shepherd in guiding us through change and innovation in this time of transition.



We will ask you to facilitate and manage the development of a 3-5 year strategic plan with strong emphasis on the operating budget expenses and giving being in sync, along with strong emphasis on spiritual growth of the membership.

Be the team leader and mentor for pastoral and support staff. Walk alongside the deacons as they perform pastoral care. Be cognizant of self care.

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			
	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.	x	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.		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			



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



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 \$76,250

Maximum **Effective** Salary \$ 80,875

Housing Type

Manse

Housing Allowance X

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 A. Feltman

Address: 9206 Hess Road

Phone Numbers: (319) 231-2570

Relation: Former General Presbyter North Central Iowa presbytery

E-mail: davidafeltman@gmail.com

Name: Rev Cathy Young

Address: 3849 Trent Lane, Waterloo, IA 50701

Phone Numbers: (319) 230-0644

Relation: Former interim pastor

E-mail: cathyyoung4@gmail.com



Name: Rev Amy Wiles
Address: First Presbyterian Church, 505 Franklin Street, Waterloo, IA 50703
Phone Numbers: (512) 635-3528
Relation: Former youth ministry and music director
E-mail: amy@1stpresby.org

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

Name Angelina Abbott-Patel
Address 1301 Kimball Ave
City Waterloo State IA Zip Code 50702
Preferred Phone 607-207-4664
Alternate Phone 319-234-5501
E-mail Address for PNC Communications (required): wloowpc@gmail.com

ENDORSEMENTS

Pastor Nominating Committee/

Search Committee

Date

Signature

Clerk of Session

Date

Signature

Presbytery

Date

Signature

