

Church Information Form (Part II) Step 1 of 7

Church/Organization ID 00407

Church/Organization Name, City, State Lewinsville Presbyterian Church

Position To Be Filled (select one)

- | | |
|---|---|
| <input type="checkbox"/> Associate Pastor (Christian Education) | <input type="checkbox"/> Interim Pastor |
| <input type="checkbox"/> Associate Pastor (Youth) | <input type="checkbox"/> Mission Pastor |
| <input type="checkbox"/> Associate Pastor (Other) | <input type="checkbox"/> Church Educator (non-ordained) |
| <input type="checkbox"/> Pastor (Solo) | <input type="checkbox"/> Campus Minister |
| <input checked="" type="checkbox"/> Pastor (Head of Staff) | <input type="checkbox"/> Chaplain |
| <input type="checkbox"/> Pastor (New Church Development) | <input type="checkbox"/> Administrator |
| <input type="checkbox"/> Pastor (Redevelopment) | <input type="checkbox"/> Church Administrator |
| <input type="checkbox"/> Pastor (Tentmaker/Part-time) | <input type="checkbox"/> Executive |
| <input type="checkbox"/> Pastor (Yoked/Multiple) | <input type="checkbox"/> General Assembly staff |
| <input type="checkbox"/> Co-Pastor | <input type="checkbox"/> Presbytery staff |
| <input type="checkbox"/> Designated Pastor | <input type="checkbox"/> Synod Staff |
| <input type="checkbox"/> Interim Ministry (Governing Body) | <input type="checkbox"/> Youth Director (non-ordained) |
| <input type="checkbox"/> Other (specify) _____ | |

Specify Title (if appropriate) _____

Specify whether experience is "Required" or "Desired" for the specified position.

- Required Desired

Employment Status

- Full Time Part Time Open to Either

Experience Desired

- | | | |
|--|--|---|
| <input type="checkbox"/> First Ordained Call | <input type="checkbox"/> less than 2 years | <input type="checkbox"/> 2 years or more |
| <input type="checkbox"/> 4 years or more | <input type="checkbox"/> 6 years or more | <input checked="" type="checkbox"/> 8 years or more |

Language Requirements

- | | | | |
|---|------------------------------------|------------------------------------|---|
| <input checked="" type="checkbox"/> English | <input type="checkbox"/> Spanish | <input type="checkbox"/> Korean | <input type="checkbox"/> Mandarin Chinese |
| <input type="checkbox"/> Japanese | <input type="checkbox"/> Cantonese | <input type="checkbox"/> Taiwanese | <input type="checkbox"/> Other |

Deadline date for this CIF, if any: _____

CIF (Part II) - Step 2 of 7

Is this a yoked congregation? No Yes (If yes, please complete the Yoked
Congregation details at the end of Part II.)

CIF (Part II) - Step 3 of 7

Narrative Questions: *For each narrative question, please limit your responses to no more than 1500 characters including spaces and punctuation.*

Brief Church Mission Statement:

Mission –

We are called by our Lord Jesus Christ and equipped by the Holy Spirit to transform our lives through biblical reflection, faithful worship of God, sharing our faith, and living out Christ's love in the world.

Vision –

We seek to grow in faith as we experience God's Word in our lives, to develop a strong spiritual grounding in the midst of modern life, and to create deeper connections with God, the world, the local community and each other.

God is calling Lewinsville to –

Be a loving family of believers, understanding God's grace and nurturing each other in the service of Christ;

Strengthen small group ministries that deepen connections with one another, Christ and the world;

Expand our understanding of mission as well as its purpose and scope, and generate greater involvement in mission opportunities;

Infuse our worship services with the awesome sacredness of God in the spirit of our Reformed tradition;

Focus all areas of ministry – worship, education, mission, small groups – on Christian formation;

Embrace new ways to remain relevant to all ages and interests within the congregation;

Be invitational in every aspect of church life.

Please write a brief description of your church/organization programs or accomplishments.

Our ministry and mission are both local and global in their outreach. Sunday worship services are enhanced by an extensive music ministry. Our full time Director of Music oversees nine multi-generational vocal and handbell choirs. Youth cantatas, Advent and Lenten special services feature the musical talents of our children, youth and adults.

Monthly Taizé worship and other innovative formats complement Sunday services. A full time DCE and DYM meet the rigorous educational needs of each generation. The Salzman Lecture Series and the Reformed Institute enrich the educational and spiritual interests of our congregation and the entire community. We are also active participants in the McLean Interfaith Dialogue.

Fellowship opportunities are embraced by active participation in small group ministries, including 11 Christ Care groups. Our Stephen Ministers provide “Christ Centered” lay visitation to the congregation.

Our global outreach starts next door at a subsidized senior living facility built on church property in 1980 and expanded in 2004. We partnered with another Presbyterian church and a Jewish congregation in the construction of an assisted living facility for the elderly to open in 2007.

Since 1989, we have sent adults and students as emissaries to participate in Habitat for Humanity and other mission projects. Additionally, we support missionaries in Korea, New Guinea, Thailand, Malawi and projects in the Elburgon Presbytery in Kenya.

Describe the gifts, skills and experiences your congregation possesses to fulfill its mission.

Lewinsville is an ethnically homogenous congregation, but in many important ways, we are a diverse group. Our members come from many different faith backgrounds, thus stimulating many spiritual conversations. Members also bring a wide range of life experience to the work of the church, with a high percentage having worked or lived abroad. Many are leaders in their professions – government, military, academia, law – a fact that enriches congregational life in all its aspects.

Lewinsville’s congregation brings an abundance of intellectual curiosity and vigor to the pursuit of a strong spiritual grounding. The talents of such members, committed as they are to lifelong learning, are freely shared in our education program. Similarly, Lewinsville values music as a vital ministry, and supports a program rich in both musical and spiritual content.

We strive to be a truly inviting church. Many new members say they joined not only for the variety of programs offered, but also because they felt truly welcomed from their first visit.

In living the gospel, we do not confine ourselves to words. As a college-age member who recently returned from a Habitat for Humanity mission in Chile stated, Lewinsville instills “a culture of voluntarism” in its members, and continually demonstrates its commitment to mission.

What are the key theological issues of our church and society that are reflected in the ministry of your congregation/organization?

Our congregation seeks first to understand who Christ is and what it takes to be his disciple, the theological question that is the starting point for Christians. We are committed to reflection on the divine and human nature of Jesus, a commitment which should inspire action. We also seek to follow the Great Commandment by using our understanding to help us live faithful lives that enrich the lives of others. It is what drives us to be a congregation deeply involved in the issues of our world and is central to all our programs: worship, education, mission, and parish life and care.

God is a mystery finally unknowable to the human mind. As believers, however, we will always seek to explain God and understand God’s will. We know that each of us will find different answers on his or her personal faith journey--we are definitely a church where the bumper stickers don’t all say the same things, and our members can be passionate on different sides of an issue. But we believe this

rich variety keeps the church vital. Like many congregations, we have struggled and continue to struggle with issues of the day such as ordination requirements, the war on terrorism, and indeed the proper role of the church in the world. In the midst of such debates, Lewinsville strives to follow St. Paul's teaching to be a place where centeredness in Christ enables us to respect each other as equal members of the body of the church even if at times we disagree.

CIF (Part II) - Step 4 of 7

References (Limit 3)

Below, please list three persons who know your congregation. You might list your Executive Presbyter, a Committee on Ministry Liaison person, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Name Rev. Stephany Crosby
Address 1509 Snughill Ct., Vienna, VA 22182
Phone Numbers 703-821-1536 (home)
Relation Former member, recent associate pastor at Purcellville Presbyterian
E-mail stephany97@cox.net

Name Dr. Susan Andrews
Address 50 Dayton Lane, Peekskill, NY 10566
Phone Numbers 914-739-4432
Relation A former National Capital Presbytery colleague
E-mail srandrewshrp@aol.com

Name Dr. Wilson Gunn, National Capital Presbytery
Address 8401 Connecticut Avenue, Chevy Chase, MD 20815
Phone Numbers 202-482-1566
Relation General Presbyter
E-mail wgunn@thepresbytery.org

CIF (Part II) - Step 5 of 7

Position Description: *For each section please limit your response to no more than 1500 characters including spaces and punctuation.*

Major Responsibilities: *For what specific tasks, assignments, program areas will this person have responsibility?*

The successful candidate will be expected to:

- Serve as primary worship leader and preacher, working with the associate pastor and staff to design Sunday worship and special services throughout the year
- Be dedicated to, enthusiastic for, and participate in our teaching ministry
- Develop initiatives to attract, retain and assimilate new members into the life of the church
- Offer spiritual guidance to congregation and staff
- Become actively involved in Stewardship, working with Session to assure successful annual campaigns
- Provide leadership in all areas of pastoral care
- Work closely with associate pastor to strengthen small group ministries with the aim of assisting members to develop deeper connections to Christ, the world and each other

The pastor will provide leadership, support and supervision to a gifted and creative staff, affirming the gifts of each while providing direction for all.

Lewinsville has a well established tradition of conducting periodic assessments of its programmatic focus. Such reviews have become an essential part of our journey to determine what God is calling us to be and do as a congregation. Our new pastor will be expected to bring accomplished skills as a strategic planner to the call, thus to continue the Journey for Discernment with us and provide leadership in meeting goals in three specific areas: worship, Christian formation and mission.

Description of characteristics and qualifications needed in a person who would fill this position.

We seek a Pastor with a passion for God who brings energy, joy, and creativity into all areas of our ministry.

Preaching and Teaching

- Solidly grounded in Reformed Theology; creative and innovative in worship
- Talented and skillful in the explication of scripture and its relevance and application to our lives, effectively expressing his/her biblical faith
- Able to engage members and visitors through intellectually stimulating, biblically-centered sermons delivered with enthusiasm, humility, and a sense of humor
- An inspiring teacher to our thriving Christian Education program

Pastoring

- A compassionate person who is outgoing, warm, accessible, and able to connect and engage respectfully with a diverse congregation and staff
- Able to provide counsel and guidance to members as needed
- A community-builder within and beyond the congregation
- Skilled at strengthening connections among our members and regular participants through active small group ministry

Leading

- Committed to articulating and expanding Lewinsville's vision of ministry and mission through lessons from the pulpit and effective leadership and guidance of staff and Session
- Dedicated to motivating, mentoring, and working collaboratively with staff and entire congregation in building their talents and skills
- Experienced in personnel administration and have excellent organization skills

Primary Skill Choices: Select up to 10 skills from the list below. At least 1 skill, but not more than 4, must be marked as "Required". In addition, at least 1 skill must be marked as "Desired".

(Select up to ten skills in which you have experience or training that you would like to use in your next position)

- | R | D | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Administrative Leadership |
| <input type="checkbox"/> | <input type="checkbox"/> | Adult Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget Preparation |
| <input type="checkbox"/> | <input type="checkbox"/> | Building Renovation/Property Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Children's Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Choir Directing |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Communication (Written/Oral) |
| <input type="checkbox"/> | <input type="checkbox"/> | Community Ministries |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Community Service and Leadership |
| <input type="checkbox"/> | <input type="checkbox"/> | Conflict Management/Mediation Skills |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Communication |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Fellowship |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Home Visitation |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Redevelopment/Transformation |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Corporate Worship/Sacraments |
| <input type="checkbox"/> | <input type="checkbox"/> | Counseling |
| <input type="checkbox"/> | <input type="checkbox"/> | Cultural Proficiency/Cross Cultural |
| <input type="checkbox"/> | <input type="checkbox"/> | Collaboration |
| <input type="checkbox"/> | <input type="checkbox"/> | Curriculum Building |
| <input type="checkbox"/> | <input type="checkbox"/> | Defining Program Needs |
| <input type="checkbox"/> | <input type="checkbox"/> | Development of New Educational Experiences |
| <input type="checkbox"/> | <input type="checkbox"/> | Ecumenical and Interfaith Activities |
| <input type="checkbox"/> | <input type="checkbox"/> | Evaluation of Program and Staff |
| <input type="checkbox"/> | <input type="checkbox"/> | Evangelism |
| <input type="checkbox"/> | <input type="checkbox"/> | Facility Management |
| <input type="checkbox"/> | <input type="checkbox"/> | Family Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Financial Management |
| <input type="checkbox"/> | <input type="checkbox"/> | Fund Raising |
| <input type="checkbox"/> | <input type="checkbox"/> | Governing Body Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Group Process |
| <input type="checkbox"/> | <input type="checkbox"/> | Hospital and Emergency Visitation |
| <input type="checkbox"/> | <input type="checkbox"/> | Information Technology |

- | R | D | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Instrumental Music |
| <input type="checkbox"/> | <input type="checkbox"/> | Involvement in Mission Beyond Local Church |
| <input type="checkbox"/> | <input type="checkbox"/> | Leading Music Ministry |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Leadership Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Leadership of Staff/Volunteers |
| <input type="checkbox"/> | <input type="checkbox"/> | Legal/Tax Matters |
| <input type="checkbox"/> | <input type="checkbox"/> | Management of Building Usage |
| <input type="checkbox"/> | <input type="checkbox"/> | Management of Equipment Resources |
| <input type="checkbox"/> | <input type="checkbox"/> | New Church Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Office Management |
| <input type="checkbox"/> | <input type="checkbox"/> | Older Adult Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Organizational Administration |
| <input type="checkbox"/> | <input type="checkbox"/> | Organizational Leadership and Development |
| <input type="checkbox"/> | <input type="checkbox"/> | PCUSA Policy/Constitutional Knowledge |
| <input type="checkbox"/> | <input type="checkbox"/> | Parliamentary Procedure |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pastoral Care |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Preaching |
| <input type="checkbox"/> | <input type="checkbox"/> | Problem Solving/Decision Making |
| <input type="checkbox"/> | <input type="checkbox"/> | Project Management |
| <input type="checkbox"/> | <input type="checkbox"/> | Rural Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Scholarship/Publishing |
| <input type="checkbox"/> | <input type="checkbox"/> | Small Membership Church Ministry |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Spiritual Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Staffing/Human Resource |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Stewardship and Commitment Program |
| <input type="checkbox"/> | <input type="checkbox"/> | Strategic Planning |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Teaching |
| <input type="checkbox"/> | <input type="checkbox"/> | Training Volunteers |
| <input type="checkbox"/> | <input type="checkbox"/> | Transitional/Interim Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Urban Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Young Adult Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Ministry |

Compensation and Housing. A range is needed for matching purposes. The maximum salary is not published anywhere.

Minimum Effective Salary \$ 92,000

Maximum Effective Salary _____

Housing Type _____ Manse
 X Housing Allowance _____ Amount
 _____ Open To Either
 _____ Not Applicable (*For Diversified Positions Only*)

Geographic Choices.

X **Unlimited** (or)

Suggest Individuals From Specific Areas Checked Below:

- | | |
|----------------------|----------------------------|
| _____ Alabama | _____ Alaska |
| _____ Arkansas | _____ Arizona |
| _____ California | _____ Colorado |
| _____ Connecticut | _____ District of Columbia |
| _____ Delaware | _____ Florida |
| _____ Georgia | _____ Hawaii |
| _____ Idaho | _____ Illinois |
| _____ Indiana | _____ Iowa |
| _____ Kansas | _____ Kentucky |
| _____ Louisiana | _____ Maine |
| _____ Maryland | _____ Massachusetts |
| _____ Michigan | _____ Minnesota |
| _____ Mississippi | _____ Missouri |
| _____ Montana | _____ Nebraska |
| _____ North Carolina | _____ North Dakota |
| _____ New Hampshire | _____ New Jersey |
| _____ New Mexico | _____ New York |
| _____ Nevada | _____ Ohio |
| _____ Oklahoma | _____ Oregon |
| _____ Pennsylvania | _____ Puerto Rico |
| _____ Rhode Island | _____ South Carolina |
| _____ South Dakota | _____ Tennessee |
| _____ Texas | _____ Utah |
| _____ Vermont | _____ Virginia |
| _____ Washington | _____ West Virginia |
| _____ Wisconsin | _____ Wyoming |

CIF (Part II) - Step 6 of 7

Equal Employment Opportunity

"The Presbyterian Church (U.S.A.) shall give full expression to the rich diversity within its membership and shall provide means which will assure a greater inclusiveness leading to wholeness in its emerging life. Persons of all racial ethnic groups, different ages, both sexes, various disabilities, diverse geographical areas, different theological positions consistent with the Reformed tradition, as well as different marital conditions (married, single, widowed, or divorced) shall be guaranteed full participation and access to representation in the decision making of the church." (G-4.0403)

"(The Committee on Ministry) shall provide for the implementation of equal opportunity employment for ministers and candidates without regard to race, ethnic origin, sex, age, marital status, or disability. In the case of each call, it shall report to the presbytery the steps in this implementation taken by the calling-group." (G-11.0502g)

"...Care must be taken (by the Pastor Nominating Committee) to consider candidates without regard to race, ethnic origin, sex, marital status, age, or disabilities." (G-14.0502b)

FORMS OF GOVERNMENT PRESBYTERIAN CHURCH (U.S.A.) See Also: Form of Government (G-10.0102n) (G-11.0502d, G-13.0201b)

For Clergy Positions Only

Every Presbytery Committee on Ministry is to inform each Pastor Nominating Committee of its constitutional obligations and how it might assure fairness in the calling process.

Has the presbytery's Committee on Ministry thus counseled with the Pastor Nominating Committee regarding Equal Employment Opportunity?

Yes

No

Each Pastor Nominating Committee is expected to undertake its search for a minister 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 affirmed to the Presbytery Committee on Ministry its intention to follow the Form of Government in this regard?

Yes

No

CIF (Part II) - Step 7 of 7

Pastor Nominating Committee/Search Committee Chairperson Detail:

Name Harriet Hopkins
Address 10317 Lynnhaven Place
City Oakton State VA Zip Code 22124
Preferred Phone 703-319-2204 (home)
Alternate Phone 703-772-0752 (cell)
FAX 703-242-7902
E-mail Address for PNC Communications: lewinsvillePNC@yahoo.com

Endorsements

Pastor Nominating Committee
or Search Committee _____ Date _____

B. Roland McElroy

Signature

Clerk of Session _____ Date _____

Mary Ann Ledman

Signature

Committee on Ministry _____ Date _____

Barbara J. Whittier

Signature

Rev. 10/2007