

Rev. 6/2008

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/

Church Information Form (Part I) Step 1 of 5

Church/Organization ID 21066 _____
Church/Organization Name First Presbyterian Church _____
Mailing Address 300 North Cherry Street _____
City_Winston-Salem_____ State __NC_____ Zip Code 27101 _____
Telephone Number_(336) 723-1621_____ Fax Number (336) 722-4162 _____
Email PNC@1stpres.com _____
Web site www.1stpres.com _____

Step 2 of 5

Church 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 _____ 718 _____

Church School Attendance _____ 333 _____

Church School Curriculum _____ varied _____

Check if certified as eligible for participation in the Seminary Debt Assistance Program

Church Information Form (Part II) Step 1 of 7

Church/Organization ID 21066

Church/Organization Name, City, State First Presbyterian Church Winston-Salem, NC

Position To Be Filled (select one)

- | | |
|---|---|
| <input type="checkbox"/> Associate Pastor (Christian Education) | <input type="checkbox"/> Campus Ministry |
| <input type="checkbox"/> Associate Pastor (Youth) | <input type="checkbox"/> Chaplain |
| <input type="checkbox"/> Associate Pastor (Other) | <input type="checkbox"/> Pastoral Counselor |
| <input type="checkbox"/> Associate Pastor (Young Adult) | <input type="checkbox"/> Church Educator (Non-ordained) |
| <input type="checkbox"/> Pastor (Solo) | <input type="checkbox"/> Youth Director (Non-ordained) |
| <input checked="" type="checkbox"/> Pastor (Head of Staff) | <input type="checkbox"/> Administrator |
| <input type="checkbox"/> Pastor (New Church Development/Fellowship) | <input type="checkbox"/> Church Business Administrator |
| <input type="checkbox"/> Pastor (Redevelopment/Transformation) | <input type="checkbox"/> Executive/Director |
| <input type="checkbox"/> Pastor (Tentmaker/Part-time) | <input type="checkbox"/> Minister of Music (ordained) |
| <input type="checkbox"/> Pastor (Yoked/Multiple) | <input type="checkbox"/> Director of Music (non-ordained) |
| <input type="checkbox"/> Pastor (Parish) | <input type="checkbox"/> College/Seminary Faculty |
| <input type="checkbox"/> Pastor (Shared Ministry) | <input type="checkbox"/> College/Seminary Staff |
| <input type="checkbox"/> Pastor (Supply) | <input type="checkbox"/> Mission Co-Worker (International) |
| <input type="checkbox"/> Executive Pastor | <input type="checkbox"/> General Assembly Staff |
| <input type="checkbox"/> Co-Pastor | <input type="checkbox"/> Presbytery Program Staff |
| <input type="checkbox"/> Designated Pastor | <input type="checkbox"/> Synod Program Staff |
| <input type="checkbox"/> Mission Pastor | <input type="checkbox"/> Presbytery/Synod Stated Clerk |
| <input type="checkbox"/> Interim Pastor | <input type="checkbox"/> Presbytery/Synod Executive/Leader |
| <input type="checkbox"/> Interim Associate Pastor | <input type="checkbox"/> Presbytery/Synod Exec/Leader & SC (combined) |
| <input type="checkbox"/> Interim Ministry (Governing Body) | <input type="checkbox"/> Other |

Specify Title (if appropriate) _____

Employment Status

Full Time Part Time Open to Either

Years of Experience Desired

First Ordained Call less than 2 years 2 years or more
 4 years or more 6 years or more 8 years or more

Language Requirements

English Spanish Korean Mandarin Chinese
 Japanese Cantonese Taiwanese Other

Deadline date for this CIF, if any: _____

CIF (Part II) - Step 2 of 7

Is this a yoked congregation? X_____No _____Yes (If yes, please complete the Yoked Congregation Details Form.)

CIF (Part II) - Step 3 of 7

Brief Church Mission Statement: *Please limit your response to no more than 1500 characters including spaces and punctuation.*

Glorifying God through the power of the Holy Spirit,
First Presbyterian Church:

- Proclaims God's love and grace revealed in Christ Jesus,
- Equips God's people to use their God-given gifts and talents, and
- Serves our community and the world by living out Christ's transforming love.

Our Core Commitments:

WORSHIP

To worship God through Biblical preaching, prayer, contemplation, music, and the arts, glorifying God in Christ for what He has done and what He will do.

MISSION

To fulfill Christ's mission in caring for our local community, our nation, and the world by providing spiritual, physical, and financial support with compassion and love.

TRANSFORMATION

To provide discipleship opportunities and teaching for all ages so that the Holy Spirit can transform us into the image of Christ, help us grow as believers, and equip us for ministry and service.

EVANGELISM

To share with all people the good news of salvation through Jesus Christ and the love of God through word, relationship, and example.

COMMUNITY

To create intentional community and relationships so that we may love, encourage, support, and care for one another as we live and grow in Jesus Christ.

DOWNTOWN

To commit our time, gifts, and resources to serve our neighbors in downtown Winston-Salem in the name of Christ.

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

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

FPWS is a Christ-centered church with 149 years of worship in downtown Winston-Salem. We offer traditional and contemporary services along with a common Sunday school hour. With diverse worship styles, we desire to remain one church family with Christ as our Head.

Our lay-centered model for ministry involves members who teach, serve, organize, and lead.

Discipleship opportunities abound for every age and draw from the community at large.

- Thriving small groups and Bible studies for all ages
- A year-round college ministry reaching out to local colleges
- A focus on children, youth and their families. From pre-school ministries, a high energy elementary program, a unique 7th grade Confirmation process to small groups and missions for middle and high school, our programs draw families in and nurture them.
- A music program with equally strong traditional and contemporary elements including choir, multiple worship teams, hand bells, and a children's choir.
- Community-building events including an annual church-wide retreat, retreats for men, women and college students, and a summer VBS program.

Our church is characterized by devoted mission and service—becoming the hands and feet of Jesus by living out the gospel.

- Locally, FPWS facilitates volunteers at homeless shelters, a Latino ministry, Habitat for Humanity and other organizations.
- Globally, we send teams of all ages to partner with ministries in the US, the Dominican Republic, Kenya, and Guatemala.

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

Gifts:

- A welcoming community of believers modeling authentic faith
- A rich history coupled with a spirit of innovation on behalf of the Gospel
- Unique facilities featuring a renovated sanctuary and a state of the art worship center
- Downtown location with prime parking options and room to grow
- Active lay leadership
- Leadership in music and the arts
- Competent and cooperative staff
- High percentage of members participating in daily prayer, Sunday School, and Bible Study
- Educated, stable, loyal membership
- Strong heritage of service to the community
- Comprehensive confirmation process that attracts youth from across the community

Skills:

- Quality worship experiences in traditional and contemporary styles
- Small group focus with high participation
- Strong Christian education for youth and children
- Variety of Christian programming for adults
- Evangelism to the unchurched
- Support for and cooperation with other Christian ministries: Young Life, Campus Crusade, Intervarsity etc.
- Ministry to local college and university students
- Pastoral care from staff and lay leadership

Experiences:

- Programs that welcome and attract non-members
- Annual stewardship ministry focusing on Biblical understanding of tithing
- Adoption in 2010 of a mission statement and core commitments
- All-church activities - Montreat, Habitat build, Wednesday Night Live, picnics, concerts, women's and men's retreats
- First Presbyterian website and newsletter
- Strong participation in local and foreign missions

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

Perhaps today's primary theological issue is the existence of absolute truth. FPWS affirms the existence of absolute truth and the revelation and reality of the triune God.

This belief is reflected in the high value we place on worship, which remembers, retells, and re-enacts the Story of God's redeeming love and provides a vehicle for us to love God back as His redeemed, beloved people in Christ.

This belief places a high value on Biblical preaching. We believe God has revealed Himself in the Bible and that Scripture is essential and authoritative.

A second theological issue is the importance of the church gathered. Increasingly, Americans see faith as individualistic, something that can be practiced without affiliating with a believing body. We believe that we are the body of Christ, and we value living this. As God's redeemed people in Christ, we are a committed community of people who try to love each other just as Christ fully and sacrificially loved us and who seek to be transformed more fully into His image.

A third theological issue in the church today is the challenge to respond to both the Great Commission and the Great Commandment. We believe that we are called to do both. We reflect this value by proclaiming the story of Jesus' life, death, and resurrection through word and deed, meeting both spiritual and physical needs.

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, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Name: **Ed Kivett** _____

Address: 1789 Bear Gap Rd. Clarkesville, GA 30523 _____

Phone Numbers: 706-968-5278 _____

Relation: Former member/elder _____

E-mail: ed@glenella.com _____

Name: **Sam Marshall** _____

Address _____

Phone Numbers _____

Relation _____

E-mail _____

Name: **David Hughes** _____

Address: First Baptist Church on Fifth – 501 West Fifth Street, Winston-Salem NC 27101

Phone Numbers: 336-722-2558 _____

Relation: **Neighboring Pastor** _____

E-mail: dhughes@fbcw-s.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, and program areas will this person have responsibility?*

- Provide spiritual, pastoral and administrative leadership for congregation and staff
- Be responsible for preaching the Word, leading worship, and administering the sacraments across the spectrum of our services
- Coordinate Biblically-based, dynamic preaching with music so that the service glorifies God from beginning to end
- Commit to Biblical study and thorough sermon preparation
- Provide a teaching ministry in collaboration with the church staff, enabling membership to grow spiritually and continue in active outreach
- Model a deep faith in word and deed
- Shepherd congregants in a compassionate, connected way
- Lead by example, choosing an active and visible role in new and existing ministry programs
- Promote congregational unity
- Work closely with session and staff to put core commitments into action, nurture vision, strategy, and identity based on God's leading
- Equip FPWS members to minister, serve, and lead, all making Christ known in the community and world
- Plan and moderate Session meetings and congregational meetings
- Provide leadership for stewardship and fiscal responsibility
- Have direct responsibility for supervising and evaluating senior leadership staff
- Mentor staff to enhance growth and to utilize talents while fostering teamwork and loving relationships

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

- A passionate follower of Jesus Christ who loves and studies scripture with devotion and commitment
- An ability to lead with humility—the gift of servant leadership
- The gift of preaching dynamic, biblically based sermons that challenge the congregation to take action
- A commitment to the mission of FPWS to proclaim God's love and grace revealed in Christ Jesus, equip God's people to use their God-given gifts and talents, and serve our community and the world by living out Christ's transforming love
- Appreciate, understand and value worship
- Strong pastoral and relational skills, including conflict management, problem solving, wise judgment, compassionate listening, and personal warmth
- An interest in overcoming cultural, economic and age barriers
- A devotion to service and justice
- The ability to establish trust and maintain effective working relationships with church leaders, committees, staff and the community inside the church and out
- The ability to recognize the talents of the congregation and motivate the congregation into action
- Engaging, hope-filled, and encouraging
- A person who is grounded in prayer and who encourages others to pray

Primary Skill Choices: Select up to 10 skills from the list below which you would like to see in the person filling this position.

- | | |
|--|--|
| <input type="checkbox"/> Administration of Programs | <input type="checkbox"/> Administrative Leadership |
| <input type="checkbox"/> Adult Ministry | <input type="checkbox"/> Budget Preparation |
| <input type="checkbox"/> Building Renovation/Property Development | <input type="checkbox"/> Children's Ministry |
| <input type="checkbox"/> Choir Directing | <input checked="" type="checkbox"/> Communication (Written/Oral) |
| <input type="checkbox"/> Community Ministries | <input type="checkbox"/> Community Service and Leadership |
| <input type="checkbox"/> Conflict Management/Mediation Skills | <input type="checkbox"/> Congregational Communication |
| <input checked="" type="checkbox"/> Congregational Fellowship | <input type="checkbox"/> Congregational Home Visitation |
| <input type="checkbox"/> Congregational Redevelopment/Revitalization | <input checked="" type="checkbox"/> Corporate Worship/Sacraments |
| <input type="checkbox"/> Counseling | <input type="checkbox"/> Cross Cultural Collaboration/Cultural Proficiency |
| <input type="checkbox"/> Curriculum Building | <input type="checkbox"/> Defining Program Needs |
| <input type="checkbox"/> Development of New Educational Experiences | <input type="checkbox"/> Ecumenical and Interfaith Activities |
| <input type="checkbox"/> Evaluation of Program and Staff | <input type="checkbox"/> Evangelism |
| <input type="checkbox"/> Facility Management | <input type="checkbox"/> Family Ministry |
| <input type="checkbox"/> Financial Management | <input type="checkbox"/> Fund Raising |
| <input type="checkbox"/> Governing Body Ministry | <input type="checkbox"/> Group Process Facilitation |
| <input type="checkbox"/> Hospital and Emergency Visitation | <input type="checkbox"/> Information Technology |
| <input type="checkbox"/> Instrumental Music | <input type="checkbox"/> Involvement in Mission Beyond Local Church |
| <input checked="" type="checkbox"/> Leadership Development | <input checked="" type="checkbox"/> Leadership of Staff/Volunteers |
| <input type="checkbox"/> Leading Music Ministry | <input type="checkbox"/> Legal/Tax Matters |
| <input type="checkbox"/> Management of Building Usage | <input type="checkbox"/> Management of Equipment Resources |
| <input type="checkbox"/> New Church Development | <input type="checkbox"/> Office Management |
| <input type="checkbox"/> Older Adult Ministry | <input type="checkbox"/> Organization /Administration |
| <input type="checkbox"/> Organizational Leadership and Development | <input type="checkbox"/> Parliamentary Expertise |
| <input type="checkbox"/> Pastoral Care | <input type="checkbox"/> PCUSA Polity/Constitutional Knowledge |
| <input checked="" type="checkbox"/> Preaching | <input checked="" type="checkbox"/> Problem Solving/Decision Making |
| <input type="checkbox"/> Project Management | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Rural Ministry | <input type="checkbox"/> Scholarship/Publishing |
| <input type="checkbox"/> Small Membership Church Ministry | <input checked="" type="checkbox"/> Spiritual Development |
| <input type="checkbox"/> Staffing/Human Resources | <input type="checkbox"/> Stewardship and Commitment Program |
| <input checked="" type="checkbox"/> Strategic Planning | <input checked="" type="checkbox"/> Teaching |
| <input type="checkbox"/> Training Volunteers | <input type="checkbox"/> Transitional/Interim Ministry |
| <input type="checkbox"/> Urban Ministry | <input type="checkbox"/> Young Adult Ministry |
| <input type="checkbox"/> Youth Ministry | |



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(USA).

Minimum **Effective** Salary \$ 100,000

Maximum **Effective** Salary _____

Housing Type

_____ Manse

X _____ Housing Allowance

_____ Open To Either

_____ Not Applicable (*For Non-pastoral Positions Only*)

Geographic Choices.

X _____ **Suggest individuals from anywhere in the United States** (or)

_____ **Suggest individuals only 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 |
| _____ x-International | |

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)

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 Scott Wray
Address 792 N. Stratford Road
City Winston-Salem State NC Zip Code 27104
Preferred Phone 336-387-6051
Alternate Phone 336-721-2496
FAX 336-631-5875
E-mail Address for PNC Communications: PNC@1stpres.com

Endorsements

Pastor Nominating Committee
or Search Committee _____ Date _____
Signature

Clerk of Session _____ Date _____
Signature

Committee on Ministry _____ Date _____
Signature

Rev. 9/2006

When you enter your CIF online, the CLC system will generate an email to your Clerk of Session and Committee on Ministry moderator for approval of the CIF. Once the CIF is submitted, the Clerk of Session and COM moderator may log in to the system and approve the CIF without waiting for the email. If you prefer, you may obtain the signatures of the PNC moderator, Clerk of Session, and COM moderator and fax this sheet to our office at 502.569.5870. This generally speeds up the approval process. Be sure to include the name, city, state, and ID number of your church on the faxed information. If you have questions, please call toll free 888.728.7228 extension 8550.