



PREAMBLE

The Church Leadership Connection System has been revised with new forms and user friendly changes. The new Ministry Information Form affirms our theology that honors “openness to the sovereign activity of God in the Church, to a more radical obedience to Christ, and to a more joyous celebration in worship and work” (F.1.0404).

Users will first notice the following changes to the system:

- Church Information Forms (CIFs) are now called Ministry Information Forms
- The removal of preference language such as community type and church size on PIFs
- Call seekers must indicate on forms whether they are “actively seeking” a call or “not actively seeking, but open to a call.”
- The inclusion of additional position types in the various organizations of the church, seminaries, and partner institutions.
- New Leadership Competencies that have replaced the skills on the old forms
- Advance technological features that allow the linking of sermons, lesson plans, websites, blogs, articles and other resources that might help search committees to know more about a person and or the calling organization.
- Expanded language fluency section to include a wide variety of languages of new immigrant communities
- New narrative questions that solicit more outcome responses, which demonstrates a person’s leadership practices or an organization’s leadership needs.
- A more user friendly online format that includes pull down menus, internal formatting features, the ability to develop PDFs, and the ease of transferring responses from word processing software into online fields.

Before you Begin:

We recommend that you review the instructions for completing a MIF at <http://www.presbyterianmission.org/ministries/clc/enter-new-ministry-information-form/>.

Asterisks on the form note, if changes are made to this field, re-approval is require of the Clerk of Session and COM moderator for calling congregations.

*The online system format may vary slightly from the printable forms, however, all data fields are the same.



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**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 08738

Ministry Name Saint Andrew Presbyterian Church (SAPC)

Mailing Address 300 West Oak Street

City Denton State TX Zip Code 76201

Telephone Number 940-387-3897 Fax Number 940-381-2404

Email info@saint-andrew.com

Web site www.saint-andrew.com

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 246

Church School Attendance 175

Church School Curriculum Sparkhouse curriculum by Augsburg Fortress Press



☐ 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

<1% Asian

2% Black or African American (African Native, Caribbean)

____ Hispanic Latino/Latina, Spanish

<1% Middle Eastern

____ Native Hawaiian or Other Pacific Islander

97% White

Other _____

Presbytery _____ Grace _____ Synod _____ Sun _____

Community Type (select one)

____ College

____ Rural

____ Suburban

X Small City

____ Town

____ Urban

____ Village

____ Recreation

____ Retirement

____ N/A

Clerk of Session Contact Information:

Name _____ Nancy Glick _____

Address _____ See Church address above _____

City _____ State _____ Zip Code _____

Preferred Phone _____ Alternate Phone _____

E-mail _____ 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 or teaching elders and other staff)		Church Business Administrator
5-10	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)
	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		Pastor (For Such a Time as This Pastoral Resident)
	Bi-vocational/Tentmaker		Youth Director (non-ordained)
	Chaplain		Other
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		Mid-Council Program Staff
	Synod Executive		



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You may also specify the position title (if appropriate) _____

***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	_____		

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="checkbox"/> Other _____	

Statement of Faith Required ☒ Yes ☐ No



Mission Statement

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

Where ALL May Come to Be Amazed by Grace, Surrounded by Love, Equipped to Serve

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.

Saint Andrew Presbyterian Church (SAPC) affirms 5 core values: (1) Exceptional Music and Worship (2) Quality Education and Programming for All Ages (3) Outreach to our Community and Beyond (4) Nurture and Compassion (5) Hospitality (Welcome, Acceptance and Inclusion).

Worship: We aspire to create an inter-generational space where God is glorified in old ways and new - where music, preaching, and sacraments remain true to our Reformed tradition and heritage while reaching out to explore God's love and grace in new ways.

Education: We aspire to create an inter-generational place of intellectual freedom where life's difficult questions can be freely asked & God's people grow together.

Outreach: We aspire to be a church well-known for our open hearts and open doors in the midst of Denton's vibrant downtown district, where Christians are intentionally equipped to translate their faith into loving actions that reach out to those in need.

Nurture: We aspire to tend to the needs of our neighbor with compassion, kindness & love; we desire to build a community inspired by the generosity of each person's time, talent and treasure.

Hospitality: We aspire to be a Christian community that understands hospitality in terms of God's extravagant grace freely given to all. To this end, we aim to create a place where Christians are equipped to meet Christ in the face of every person.

Character count with spaces = 1395



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

Denton is home to the University of North Texas (UNT) & Texas Woman's University (TWU). This drives a constant influx of college youth, new faculty & visitors. Denton has a thriving arts & entertainment scene. Denton taps the broader economic & cultural diversity that comes with its proximity to Dallas & Ft Worth even while maintaining its own distinct identity.

St. Andrew is located between UNT & TWU in the heart of downtown Denton, and serves the city & the Denton County area. Studies show Denton is well educated & will experience strong growth, with the 35-54 age group growing in the next 10 years. This suggests SAPC must address the needs of new families with growing income bases, in addition to the emerging needs of the UNT/TWU communities and the traditional aging demographic found in most Presbyterian churches. Community moods & values indicators show high "drive for affluence" & low "sense of well being". This speaks to what SAPC is called to do: provide a safe, welcoming place open for all to experience the love of God through Jesus.

We believe all 5 elements of our vision statement will support the emerging needs of our community. Specifically, these action steps may have the most direct impact: (A) Explore ways to enhance our inclusive hospitality (B) Develop a broadly inclusive "welcome statement" which assures ALL people they are welcomed & appreciated (C) Engage the community more actively (D) Enhance the marketing of St. Andrew's offerings.

Character count with spaces = 1491



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

After the retirement of our pastor of 25 years, SAPC engaged in a process to discern God's call for our church. Input was gathered from congregational group sessions, bulletin insert and on-line surveys, community demographics, individual conversations, Bible study, prayer, and thoughtful discussions. The resulting Mission Statement & its accompanying Core Value Vision Statements & Action Steps are shaping our congregation's direction and will culminate in the call of our new Pastor.

Many congregations initiate this process in response to problems in their midst (division, betrayal, membership declines, schism, etc.) Fortunately, none of these is the catalyst of our work. We believe Saint Andrew has many strengths and that our journey coincides with a broader sense of rejuvenation, energy, enthusiasm and excitement for what is ahead. SAPC is awakening to the joys of spring, a new season of purpose and possibilities.

We seek a candidate that will help build disciples who will partner with SAPC leadership in the execution of our mission and vision. Candidates should celebrate the joy of our faith, appreciating that we are a "thinking" church but uplift the importance of both the heart and head in our faith journey; be eager to engage Denton both inside and outside the walls of our church; be passionate about preaching and teaching from the Bible, translating how the Gospels and our reformed tradition speak to the realities of daily living.

Character count with spaces = 1469



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

Of the 33 “leadership competencies” in the next section, the SAPC PNC prioritized 5 of the Theological/Spiritual Interpreter competencies as most important. Strong preaching and teaching competencies are very important, including “Preaching and Worship Leadership”, “Spiritual Maturity”, and “Teacher” competencies. Strong “public speaking” skills are desired. As one member put it, our pastor should be charismatic and pragmatic, not dogmatic.

We prioritize pastoral care, prizing the qualities in the “Compassionate”, “Hopeful” & “Interpersonal Engagement” domains. We seek a candidate who can build relationships and engage with others, know the congregation as individuals, reaching out to those not actively engaged and be one of the first people to know if a congregant is suffering; able to connect with growing youth & family populations as easily as with our sizeable senior demographic, equally comfortable at a youth campout, Theology on Tap discussion at a local pub or a large Presbyterian Women’s gathering.

These characteristics must be coupled with demonstrated organizational leadership competencies. Candidates must have proven management experience, be “Collaborative” in their work style, and comfortable being a “Funds Developer”. Ideally the candidate can develop and execute a coherent “Strategy”, set goals and evaluate metrics to assess progress along the way. The leader must hold themselves and their staff accountable for proper stewardship of SAPC resources.

Character count with spaces = 1492



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

The candidate will be called as SAPC's Head of Staff, will supervise and develop the Associate Pastor, Youth Director, Music Director, Facilities Director, Finance Director, office & custodial staff. Head of Staff will be asked to interface with key partner agencies including the directors of the "Our Daily Bread" soup kitchen, "Children's Place" preschool & "Treehouse" after school programs.

The candidate will be responsible for:

- *Creating a unifying Sunday morning worship experience in which all can find spiritual nourishment, worship that is open to stretch the human capacity for creativity, & admires the various ways God speaks to us in worship*
- *Developing / exploring additional worship offerings that are supplemental to this core worship experience*
- *Delivering pastoral care to those in need*
- *Supporting the development of lay pastoral care ministries including Stephen Ministers, Prayer Ministers & other Diaconate / lay-care ministries*
- *Working with the SAPC Session to establish strategic goals & annual objectives, define metrics & allocate resources to advance the call of the church*
- *Collaborating with staff to plan and develop programming that enriches SAPC worship & learning opportunities and better engages the Denton community at large*
- *Being active in the community, both SAPC church fellowship & the broader Denton community*
- *Assisting in the development of robust processes & procedures to drive fiscal accountability within the Session & church working groups*

Character count with spaces = 1498



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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)

Please find our full Mission Study at <https://www.saint-andrew.com/media/>

Introductory videos are embedded in the study, but may also be found here:

MISSION STATEMENT VIDEO: <http://youtu.be/FNefrfGkoJM>

SAINT ANDREW IS... <https://youtu.be/gfJ2o1YPoiE>

IN THE HEART OF DENTON, TX <https://youtu.be/qbI2ZI00IS4>

BUILDING ON THE ROCK ... <http://youtu.be/sYVd1V18qLc>

“The Thoughtful Pastor” article about Saint Andrew:

<http://christythomas.com/2015/06/18/mystery-worship-that-fed-my-parched-soul/>



*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.	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.	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.	X	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			
	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.
X	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.	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.
	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.
	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.	X 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	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.
	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
	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.		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/calculation at [Board of Pensions.](#)

Minimum *Effective* Salary \$ 70,000

Maximum *Effective* Salary \$80,000



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Housing Type

☐ Manse

☒ 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 Joey Hawkins

Address 923 Ridgecrest Circle, Denton TX 76205

Phone Numbers 940-391-7791

Relation Denton City Councilman, Children's Place, Our Daily Bread supporter

E-mail Joey@JupiterHouseCofee.net

Name Rev. Brandon Lewis

Address 2959 Persimmon Way NW, Albany OR 97321

Phone Numbers 940-765-2680

Relation Former Associate Pastor

E-mail BrandonL.UPC@gmail.com

Name Rev. Christy Thomas

Address 4629 Firestone Dr, Frisco, TX 75034

Phone Numbers 214-418-9541

Relation Author of the "Thoughtful Pastor" Blog, Weekly Newspaper Article on Local Churches

E-mail pastorchristy@gmail.com



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

E-mail Address for PNC Communications (required): SaintAndrewPNC@gmail.com

ENDORSEMENTS

Pastor Nominating Committee/

Search Committee _____ Date _____

Signature

Clerk of Session _____ Date _____

Signature

Presbytery _____ Date _____

Signature
