



PRESBYTERIAN CHURCH (U.S.A.)^[SEP] CHURCH LEADERSHIP CONNECTION
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www.pcusa.org/clc

MINISTRY INFORMATION FORM

Ministry ID

Ministry Name - **Bethany Presbyterian Church**

Mailing Address - **740 Washington Avenue**

City - **Bridgeville** State - **PA** Zip Code - **15017**

Telephone Number - **412-221-5132** Fax Number - **412-220-9107**

Email - **office@bethanypresby.org**

Web site - **bethanypresby.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 _____

Church School Attendance _____

Church School Curriculum - Group.com

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)

1 % Hispanic Latino/Latina, Spanish

___ Middle Eastern

___ Native Hawaiian or Other Pacific Islander

96 % White

Other _____

Presbytery - Pittsburgh Presbytery - Synod of the Trinity

Community Type (select one)

___ College

___ Rural

___ Suburban

___ Small City

X Town

___ Urban

___ Village

___ Recreation

___ Retirement

___ N/A

Clerk of Session Contact Information:

Name Rebecca Price

Address 116 Walkers Ridge Road

City Presto State PA Zip Code 15142

Preferred Phone 412-427-5941 Alternate Phone 412-319-7913

E-mail rap284@comcast.net 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)
First ordained call	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		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) _____

***Employment Status**

Full Time _____ Part Time **XX** Open to Either
_____ Bi-vocational (able to provide employment through outside partnership)

Is this a yoked congregation? **X** No _____ Yes

(If yes, please complete the Yoked Congregation Detail Form.)

Clergy Couple (Are you open to a clergy couple?) Yes **X** No _____

Certification/Training (check below the desired certification or training needed for the position):

Interim/Transitional Ministry Training _____ Interim Executive Presbyter Training _____
Certified Christian Educator _____ Certified Business Administrator _____
Certified Conflict Mediator _____ Clinical Pastoral Education Training _____
Other _____

Language Requirements

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?

- To trust in Jesus
- Love like Jesus
- Grow in Jesus
- Bring others to Jesus

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.

We are committed to being an "Acts 2" church in spirit and practice, a church that is:

Transformational: touching hearts and changing lives for Jesus Christ in the practical daily life and for eternity.

Inspirational: asking the Holy spirit to permeate our life together and empower our ministry.

Educational: growing in the knowledge and love of Jesus Christ and His way.

Missional: serving with a Kingdom vision for Bridgeville, the South Hills, Pittsburgh and the world.

We will shape our ministry and direct our efforts and prayers to this end. We will develop and practice ministry that is not busywork but Kingdom work, not institutional maintenance but transformational, not for ourselves but for Christ and his Kingdom. We acknowledge that our church - the people and programs, facilities and finances - are not ours but God's. We are here to praise, honor and serve our Lord.

We will work to build disciples, who know and love Jesus Christ; who are growing in his love; who are practicing it in their giving, living, and serving; who are praising him in worship; and who are sharing Him with others.

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

For over 200 years Bethany Presbyterian Church has served Bridgeville, surrounding areas, and the world. With a fleet of loving volunteers, we practice our mission to "love like Jesus" by supporting community families in crisis, encouraging over 300 children in the Upward Program, and serving numerous families through Food Bank Distribution.

Our mission to "bring others to Jesus" is fulfilled through our Breakfast with Santa at the Manger welcoming non-member families to witness the true Christmas story. At Thanksgiving, Bethany delivers hundreds of home-cooked meals and groceries to those who may not have the opportunity to celebrate the holiday. Members of the church are given the opportunity to "grow in Jesus" through Bible Studies, Men's and Women's groups, Youth ministry and Children's ministries. Our congregation has walked with families growing in their own faith; this includes both multi-generational families as well as newer families who found a loving home at Bethany. Serving the community (Rebuilding Pittsburgh, The Neighborhood Academy) and serving the world (Malawi Partnership, and Haiti child sponsorship) provides an opportunity to "trust in Jesus". Our members trust Jesus to guide them and those they are helping while they are in a new or unfamiliar situation. We pride ourselves in being a community church, a beacon of light to those around us, and a place where people from all walks of life feel welcome.

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

As a generalist, our Associate Pastor (A.P.) will have a hand in all aspects of our church life, helping our congregation to better live together and care for one another as a church family. A significant aspect of this role is helping our congregation to better live together and care for one another as a church family. Our A.P. will work with our Deacons and other volunteers to equip them for congregational care as well as personally contributing a good portion of time to pastoral care and visitation.

We seek an associate pastor with spiritual and practical gifts to:

- Encourage us to collaborate with each other and draw upon the strengths and talents of each person
- Demonstrate a passion for others coming to Christ, serving Christ and growing in Christ as His disciples
- Hunger for and have the ability to interpret, preach and teach the scriptures with inspirational, challenging and thought-provoking ideas that will fill us with the spirit to desire and build a deeper relationship with Jesus Christ
- Communicate the vision and values of the church through our mission and ministry

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

The candidate should have a resounding love for and trust in Jesus as well as a passion for others to come to Christ. One goal for the candidate in this position is to help grow disciples and develop volunteers who will mobilize others. It is crucial that this person demonstrates personal integrity and has the ability to relate to persons of all ages and backgrounds. He or she must care for people, be welcoming, supportive and compassionate; and love the core values that Bethany stands for.

The candidate should:

- Exhibit a personal and growing relationship with Jesus and a teachable spirit
- Collaborate with staff
- Delegate by training workers for the ministry
- Maintain open communications, be transparent and authentic
- Willingness to collaborate within the leadership/structure of the church
- Bring initiatives to successful conclusions
- Engaging teacher, with a strong biblical and theological background
- Self-motivated leader
- Exhibit organizational and administrative qualities
- Enthusiastic and passionate

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

- Provide pastoral care to the congregation, including hospital and home visitation, pastoral counseling, phone calls, written notes, etc.
- Work with the Deacons to help them fulfill their charge from Session
- Collaborate with Sr Pastor & Music Director in planning & reviewing worship service, including preaching 10-15 times per year as called upon by the Pastor
- Assist in worship leadership

- Perform baptisms, weddings, funerals as needed
- Lead Bible studies, book groups and adult Sunday school classes
- Participate in the mission work of the church and encourage congregational participation
- Work collegially as part of the staff and participate in weekly staff meetings
- Act as Head of Staff or Session Moderator when Sr Pastor is away

*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.		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			
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,		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.

	relationships and uniqueness of a congregation or organization.		
	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.	X	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.		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.		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.
	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		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.

	recognition of joint concerns, collaboration, and to influence the success of outcomes.		
X	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.	X	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
X	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 at [Board of Pensions](#).

Minimum *Effective* Salary \$ 62,000

Housing Type _____ Manse
 X 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)

