



**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

Ministry Name Forest Avenue Presbyterian Church

Mailing Address 898 Forest Avenue

City: Pittsburgh State: PA Zip Code: 15202

Telephone Number: 412.766.3455 Fax Number: NA

Email: FAPCavenews@gmail.com

Web site: Forest Avenue Presbyterian Church on Facebook.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 30

Church School Attendance: Not active during COVID



Church School Curriculum Not applicable

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

Ethnic Composition Of Congregation *(in whole %):*

Enter the percentage of each racial ethnic component of your congregation.

_____ American Indian or Alaska Native
_____ Asian
5 Black or African American (African Native, Caribbean)
_____ Hispanic Latino/Latina, Spanish
_____ Middle Eastern
_____ Native Hawaiian or Other Pacific Islander
95 White
Other _____

Presbytery: Pittsburgh Synod Synod of the Trinity

Community Type (select one)

_____ College _____ Rural **XX** Suburban
_____ Small City _____ Town _____ Urban
_____ Village _____ Recreation _____ Retirement
_____ N/A

Clerk of Session Contact Information:

Name: Marlene Unverdorben

Address: 898 Forest Avenue

City: Pittsburgh State: PA Zip Code: 15202

Preferred Phone: 412.766.3455 Alternate Phone _____

E-mail: marunverdorben@gmail.com



***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> |
|---|--|----------------------------|------------------------------------|
| 1 st Ordained Call (or more) | Solo Pastor | | General Assembly Staff |
| | Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff) | | Church Business Administrator |
| | Head of Staff (supervised one teaching elder and other staff) | | Executive Director |
| | Associate Pastor (Christian Education) | | Director of Music (non-ordained) |
| | Associate Pastor (Youth) | | Minister of Music (ordained) |
| | Associate Pastor (Other) | | Mission Co-worker (International) |
| | Pastor (Church Planter, New Worshipping Community) | | Christian Educator (Certified) |
| | Pastor (Transformation/Redevelopment) | | Christian Educator (non-certified) |
| | 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) Pastor

***Employment Status**

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

Is this a yoked congregation? XX No _____ Yes

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

Clergy Couple (Are you open to a clergy couple?) Yes XX 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

| | | | |
|-------------------|---------------------|-----------------|------------------------|
| <u>XX</u> 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 XX Yes _____ No

Mission Statement

What is your congregation’s or organization’s Mission Statement? “Come Worship. Go Serve.” Forest Avenue Presbyterian Church exists to serve the faith needs of the Pittsburgh neighborhood communities of Bellevue and West View and their environs. FAPC has historically been a small, neighborhood church with a close-knit congregation spanning multiple generations. The community is not typically very mobile. Community and church members are typically stable in nature.



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. The vision of ministry for Forest Avenue Presbyterian Church is to serve the church needs of the Bellevue and West View communities and the local environs. FAPC has traditionally been a small church in which each member is recognized and their unique attributes, contributions and needs are acknowledged. As a small church, many of the relationships involve family ties and generations. FAPC continues to address these close interpersonal relationships while attempting to branch out within the community so as to reach those members of the neighborhood communities who are not affiliated with a Christian church. FAPC supports the ideals and missions of the Pittsburgh Presbytery. As a practical matter, FAPC has financially supported Pittsburgh Presbytery by fully paying our membership dues every year.
2. How do you feel called to reach out to address the emerging needs of your community or constituency? How will this position help you to reach your vision and mission goals?

FAPC currently faces two challenges: one immediate and one of a less pressing nature. We are in need of a pastor to serve our church constituency. In particular, FAPC requires a pastor who is familiar or sympathetic with the needs of a small congregation, and the close interpersonal relationships which are inherent in this sort of congregation and the close-knit relationships which are inherent in this situation. Secondly, FAPC is dealing with the difficulties felt by many Christian churches in this era, in the particular case, a decline in church membership and attendance. As Christian brothers and sisters, as a tenet of our faith, we need to reach out to our unchurched neighbors. As a practical matter, FAPC needs to expand its ministry so that the core mission of FAPC may continue.

3. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.
The successful applicant will be someone who welcomes a challenge of being responsible for guiding a small church ministry. The pastor is responsible for guiding the congregation and ministering to it without assistance of other clergy. This is in many ways, a traditional role for clergy. This is an ideal situation for the person who wishes to implement his or her own unique vision for small church ministry.



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

The pastor chosen for this position will exercise control and oversight of the ministry of FAPC. The pastor will be responsible for planning and carrying out worship service activities on a weekly basis, with additional services at special times such as Christmas and Easter, weddings and funerals. As permitted by Covid restrictions, we would like to revive our Sunday School activities. The pastor may wish to lead Sunday school activities, at his or her discretion, or he or she may serve only in a supervisory capacity so as to ensure proper Christian education procedures are followed. Office hours to meet the pastoral needs of the congregation may be set at the mutual discretion of the pastor and session.

OPTIONAL LINKS

Provide below any links to online information that may help call seekers understand your congregation or organization. (e.g. *organization or community websites, online newsletters, demographic information*) Please note the CLC system does not warehouse links. (Limit characters to 500)



***LEADERSHIP COMPETENCIES**

(Select 10 leadership competencies from the list below that are required for the position.)

| THEOLOGICAL/SPIRITUAL INTERPRETER | | | |
|--|--|---|---|
| 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. | | 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. | 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 & within budget; monitors & evaluates plans, focuses on results and measuring attainment of outcomes. |
| X | Willingness to Engage Conflict: Steps up to conflicts, seeing them as opportunities; reads situations quickly; good at focused listening; can identify common ground and elicit cooperation from others in crafting mutual solutions. | Decision Making: Makes effective decisions, balancing analysis, wisdom, experience, and judgment; is aware of the long term implications of choices made; is generally regarded as offering solutions and suggestions that are correct and effective. |
| X | 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. | 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 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. |
| 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. | | 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 at [Board of Pensions](#).

Salary as set by Presbytery. We are interested in a half-time position or combining with another church to create a full-time position.

Minimum *Effective* Salary \$ _____ Maximum *Effective* Salary _____

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: Bucky Savatt
Address: 29 Enlow Road, Imperial, PA 15126
Phone Numbers: 412.818.9691
Relation: COM / Liaison
E-mail: absav290@gmail.com

Name: Rev Don Brown
Address: New Life Community Church, 45 North Fremont Ave, Pgh, PA 15202
Phone Numbers 412.761.1600
Relation: Pastor of neighboring church
E-mail: newlifepittsburgh@gmail.comRev.



Name: Rev. Dr. Sheldon Sorge, General Minister to Pittsburgh Presbytery
Address: Pittsburgh Presbytery, 901 Allegheny Ave, Pittsburgh, PA 15233
Phone Numbers: 412.323.1400
Relation: General Minister
E-mail: ssorge@pghpresbytery.org

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

Name: Harry Croker
Address: 1606 Green View Ct
City: Pittsburgh , State: PA Zip Code: 15237
Preferred Phone: 412.370.2874
Alternate Phone:
E-mail Address for PNC Communications (required): hgcroker@verizon.net
