

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 03487

Church/Organization Name Jonesborough Presbyterian Church

Mailing Address P.O. Box 383 City Jonesborough State TN Zip Code 37659

Telephone Number 423-753-6162 Fax Number None

Email jpchurchusa@embarqmail.com

Web site www.jpccusa.org

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 100

Church School Attendance 44

Church School Curriculum The Present Word, The Bible, and The Wired Word

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

CIF (Part I) - Step 3 of 5

Ethnic Composition Of Congregation (in whole %):

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

African American
 Caucasian
 Chinese
 Hispanic Mexican/Central American
 Hispanic Puerto Rican
 Japanese
 Korean
 Native American
 Taiwanese
 Other Asian
 Other

CIF (Part I) - Step 4 of 5

Presbytery Holston Synod Living Waters

Community Type (select one)

<input type="text"/> Rural	<input type="text"/> Village	<input checked="" type="text"/> Town
<input type="text"/> Small City	<input type="text"/> Suburban	<input type="text"/> Urban
<input type="text"/> Inner City	<input type="text"/> College	<input type="text"/> Recreation
<input type="text"/> Retirement	<input type="text"/> N/A	

CIF (Part I) - Step 5 of 5

Clerk of Session Details:

Name Jill Sauceman

Address 1608 Osceola Drive

City Johnson City State TN Zip Code 37604

Preferred Phone 423-928-0892 Alternate Phone None

E-mail jdsauceman@comcast.net

FAX None

Church Information Form (Part II) Step 1 of 7

Church/Organization ID 03487

Church/Organization Name, City, State Jonesborough Presbyterian Church, Jonesborough, TN

Position To Be Filled (select one)

- | | |
|---|---|
| <input type="checkbox"/> Associate Pastor (CE) | <input type="checkbox"/> Church Educator (non-ordained) |
| <input type="checkbox"/> Associate Pastor (Youth) | <input type="checkbox"/> Campus Ministry |
| <input type="checkbox"/> Associate Pastor (Other) | <input type="checkbox"/> Chaplain |
| <input type="checkbox"/> Associate Pastor (Young Adult) | <input type="checkbox"/> Administrator |
| <input checked="" type="checkbox"/> Pastor (Solo) | <input type="checkbox"/> Church Business Administrator |
| <input type="checkbox"/> Pastor (Head of Staff) | <input type="checkbox"/> Executive |
| <input type="checkbox"/> Pastor (New Church Development/Fellowship) | <input type="checkbox"/> Minister of Music (ordained) |
| <input type="checkbox"/> Pastor (Redevelopment/Transformation) | <input type="checkbox"/> Director of Music (non-ordained) |
| <input type="checkbox"/> Pastor (Tent Maker/Part-time) | <input type="checkbox"/> College/Seminary Faculty |
| <input type="checkbox"/> Pastor (Yoked/Multiple) | <input type="checkbox"/> College/Seminary Staff |
| <input type="checkbox"/> Co-Pastor | <input type="checkbox"/> Pastoral Counselor |
| <input type="checkbox"/> Designated Pastor | <input type="checkbox"/> General Assembly Staff |
| <input type="checkbox"/> Mission Pastor | <input type="checkbox"/> Presbytery Staff |
| <input type="checkbox"/> Interim Ministry (Governing Body) | <input type="checkbox"/> Synod Staff |
| <input type="checkbox"/> Interim Pastor | <input type="checkbox"/> Presbytery/Synod Stated Clerk |
| <input type="checkbox"/> Interim Associate Pastor | <input type="checkbox"/> Presbytery/Synod Executive |
| <input type="checkbox"/> Pastor (Parish) | <input type="checkbox"/> Presbytery/Synod Program Staff |
| <input type="checkbox"/> Pastor (Shared Ministry) | <input type="checkbox"/> Youth Director (non-ordained) |
| <input type="checkbox"/> Executive Pastor | <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? 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.*

As formally adopted by the Session, "The mission of Jonesborough Presbyterian Church is to build on our 200-year heritage by sharing faith, hope, love, caring, comfort, nurture and spiritual development within the church and community at large." This statement notes the long history of our congregation as a downtown presence in Tennessee's oldest town. We have a mission to remember our past while at the same time seeking openness to God's call for us to be present in our contemporary society.

The one word that best summarizes our mission is "community." In our "common unity" we experience the communion of saints – the privilege of being a family of faith. We greet one another by name on Sundays. We pray for one another: we share announcements of events in our personal lives; we become united in our common cause to grow in our faith and to be the "provisional demonstration of the Kingdom of God" as we strive to share God's compassion for the people of our local community and of the world community.

Also in our community we tell and listen to our personal stories as we seek to be attuned to God's presence in our midst. Stories are important to our community life as the town of Jonesborough is the birthplace of the storytelling revival and annually hosts the National Storytelling Festival. An important part of our mission as a congregation is to continually listen to God's story and retell that story to the world.

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.

The programs of JPC are led by Ministry Teams for Mission, Christian Education, Property, Stewardship, Worship, Administration, and Congregational Life. Each is chaired by an Elder and seeks to fully utilize the gifts and talents of our members to fulfill the mission of the church.

We are a growing church in a growing town. In the last seven years we have welcomed 102 new members. Our area has become an inviting place for retirees, and many find a new church home with us.

We come each Lord's Day to make a joyful noise unto the Lord. As our Shorter Catechism notes, we both "glorify and enjoy God" in our praise and worship. In both the teaching and the preaching of God's Word we seek to become more faithful to the scriptural injunction to love one another. We have an especially outstanding music program with a highly talented Music Director, a skilled Accompanist, and music activities for all ages.

Over the past several years we have made particular strides in extending our mission activities. This has been a deliberate result of a "visioning" process we undertook five years ago which identified "mission" and "fellowship" as the two highest priorities for our church. Examples of our mission and fellowship activities include work on behalf of the Interfaith Hospitality Network, Habitat for Humanity, CROP Hunger Walk, local Food Pantry, an annual Alternative Christmas Gift Fair, new member dinners, Shalom Circle, Shawl Ministry, and youth retreats/mission trips.

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

We are blessed to have in our church plentiful numbers of both new arrivals and old timers; those who have come from outside the area, and those whose families have been here for generations. Thus, we have a dynamic and stimulating mixture of tradition and new ideas.

Represented within our church are educators, politicians, farmers, physicians and other health care professionals, homemakers, bankers, truck drivers, car salesmen, ordained clergy, and members of many other occupations. The present mayor and town administrator of Jonesborough are both active members of our congregation, as is a county commissioner. Members of our congregation include the organizer of our local community Saturday Farmer's Market, the editor of *Now and Then: The Appalachian Magazine*, a master gardener who writes the weekly gardening column for our community newspaper, actors and scenery builders for the Jonesborough Repertory Theater, administrators and faculty of the local university, staff of the Heritage Alliance – our local historic preservation organization, and many others whose gifts and accomplishments are remarkable – though not always publicly visible.

Many members contribute their musical talents to our various choirs, and we think our adult choir is particularly accomplished for a church of our size. Many others contribute to church leadership, to teaching, and to such activities as organizing and hosting our monthly Fellowship Luncheons.

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

Believing that the full meaning of “theology” is found in knowledge of God, we look to scripture to guide our ministry within and outside of the church.

Within the church we seek to actualize such scripture as, *“Now you are the body of Christ and individually members of it. If one member suffers, all suffer. If one member rejoices, all rejoice.”* Through sharing our stories together, listening to one another’s problems and joys, being with one another in times of need and times of rejoicing, and continually praying for one another we seek to be more fully the body of Christ. *“In Christ there is neither Jew nor Greek, slave or free, male or female, but all are one in Christ.”* We are continually challenged to live out the meaning of this scripture more fully, but we are glad to have a church where men and women share all leadership roles and where members from diverse backgrounds are welcomed.

Outside the church we aspire to be agents of bringing in God’s kingdom to, in the words of the prophet Amos, *“Let justice roll down like waters and righteousness like an overflowing stream.”* Realizing that Jesus’ ministry emphasized compassion for the poor and oppressed, we remember his words, *“Inasmuch as you have done it to the least of my brothers and sisters you have done it unto me.”*

Rooted in such scripture passages, we seek to balance our service to one another, to our community, and to the world at large.

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 Rev. Richard L. Fifield

Address Holston Presbytery

1415 Waverly Road, Kingsport, TN 37664

Phone Numbers 423-247-6178

Relation Executive Presbyter/Stated Clerk

E-mail rich@holstonpresbytery.org

Name Rev. Kaye Florence

Address 122 E. Woodrow Avenue, Jonesborough, TN 37659

Phone Numbers Home 423-753-4137 or Cell 423-341-9833

Relation Member of Holston Presbytery/ Hospice Chaplain

E-mail kayeflorence@hotmail.com

Name Graham Norman

Address 221 Hales Road, Jonesborough, TN 37659

Phone Numbers 423-753-8181

Relation Chair of the Pastor Nominating Committee

E-mail gnanorman@comcast.net

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?*

Plan for and lead the congregation in worshipping God, proclaiming the Word of God with boldness. Lift up the high holy days of the Christian Year.

Encourage and facilitate the spiritual development of members.

Be with the Holy Spirit; visit the sick, shut-ins and bereaved; provide comfort and counseling in time of illness, death, trouble and grief; and celebrate with members in time of birth, marriage, and other blessings.

Grow the youth ministry of the church – work to develop and support an expanded religious education program for children and youth.

Be Moderator of the Session, support the lay leadership of the church, supervise training of the elders, and attend ministry team meetings when invited or otherwise deemed necessary.

Supervise and facilitate staff, meeting regularly with and listening to the secretary, music director, and youth worker.

Be a visible, though not constant, presence at the activities of groups within the church including ministry teams, youth, women, choir, and others.

Be a visible presence and representative of JPC in the town of Jonesborough. Participate in community activities including the ministerial association.

Educate and challenge the congregation to understand and adopt a biblical stance toward stewardship.

Lead the congregation in discerning God's will for us in this place and this time as a congregation and as individuals. Work with the congregation to continuously renew a vision for our future together.

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

Effective skills in preaching and teaching including a solid knowledge of the scriptures and an outstanding ability to relate God's Word to our shared human experience and to our contemporary world.

A mature self-knowledge and personal knowledge of God that can provide a basis for enabling the spiritual growth of others.

Dedication to knowing and coming to love the congregation through personal acquaintance – listening to their stories, sharing life experiences. Caring for people should be an intrinsic quality as should an ability to relate to people of diverse ages, occupations, and viewpoints and an ability to draw on relationships to resolve conflicts.

Commitment to nurturing and facilitating the leadership effectiveness of individuals and groups within the church and the skills to do so.

A healthy sense of humor and an ability to laugh with the congregation is essential.

An ability to maintain a productive balance between a personal and professional life and to exemplify Christian behavior.

Adequate technological communication skills (e.g. use of computer and internet) to fully use these resources for effective ministry.

An ability to build a team committed to the church's mission using the talents of a part-time staff (secretary, music director, youth director) and volunteers.

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 checked="" 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 | <input checked="" type="checkbox"/> Corporate Worship/Sacraments |
| Redevelopment/Revitalization | <input type="checkbox"/> Cross Cultural Collaboration/Cultural Proficiency |
| <input type="checkbox"/> Counseling | <input type="checkbox"/> Defining Program Needs |
| <input type="checkbox"/> Curriculum Building | <input type="checkbox"/> Ecumenical and Interfaith Activities |
| <input type="checkbox"/> Development of New Educational Experiences | <input type="checkbox"/> Evangelism |
| <input type="checkbox"/> Evaluation of Program and Staff | <input type="checkbox"/> Family Ministry |
| <input type="checkbox"/> Facility Management | <input type="checkbox"/> Fund Raising |
| <input type="checkbox"/> Financial Management | <input type="checkbox"/> Group Process Facilitation |
| <input type="checkbox"/> Governing Body Ministry | <input type="checkbox"/> Information Technology |
| <input type="checkbox"/> Hospital and Emergency Visitation | <input checked="" type="checkbox"/> Involvement in Mission Beyond Local Church |
| <input type="checkbox"/> Instrumental Music | <input checked="" type="checkbox"/> Leadership of Staff/Volunteers |
| <input type="checkbox"/> Leadership Development | <input type="checkbox"/> Legal/Tax Matters |
| <input type="checkbox"/> Leading Music Ministry | <input type="checkbox"/> Management of Equipment Resources |
| <input type="checkbox"/> Management of Building Usage | <input type="checkbox"/> Office Management |
| <input type="checkbox"/> New Church Development | <input type="checkbox"/> Organization /Administration |
| <input type="checkbox"/> Older Adult Ministry | <input type="checkbox"/> Parliamentary Expertise |
| <input type="checkbox"/> Organizational Leadership and Development | <input type="checkbox"/> PCUSA Polity/Constitutional Knowledge |
| <input checked="" type="checkbox"/> Pastoral Care | <input type="checkbox"/> Problem Solving/Decision Making |
| <input checked="" type="checkbox"/> Preaching | <input type="checkbox"/> Public Relations |
| <input type="checkbox"/> Project Management | <input type="checkbox"/> Scholarship/Publishing |
| <input type="checkbox"/> Rural Ministry | <input checked="" type="checkbox"/> Spiritual Development |
| <input type="checkbox"/> Small Membership Church Ministry | <input type="checkbox"/> Stewardship and Commitment Program |
| <input type="checkbox"/> Staffing/Human Resources | <input type="checkbox"/> Teaching |
| <input type="checkbox"/> Strategic Planning | <input type="checkbox"/> Transitional/Interim Ministry |
| <input type="checkbox"/> Training Volunteers | <input type="checkbox"/> Young Adult Ministry |
| <input type="checkbox"/> Urban Ministry | |
| <input checked="" 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 \$45,000

Housing Type Manse
 Housing Allowance
 Open To Either
 Not Applicable (*For Non-pastoral Positions Only*)

Geographic Choices.

Suggest individuals from anywhere in the United States (or)

Suggest individuals only from specific areas checked below:

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

CIF (Part II) - Step 6 of 7

Equal Employment Opportunity

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

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

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

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

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 Graham Norman

Address 221 Hales Road

City Jonesborough State TN Zip Code 37659

Preferred Phone 423-753-8181

Alternate Phone None

FAX None

E-mail Address for PNC Communications: gnanorman@comcast.net

Endorsements

Pastor Nominating Committee

or Search Committee _____ Date _____

Signature

Clerk of Session _____ Date _____

Signature

Committee on Ministry _____ Date _____

Signature

Rev. 9/2006