



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 09490
Church/Organization Name First Presbyterian Church
Mailing Address 200 S Lincoln Ave
City_Marshfield State WI Zip Code 54449
Telephone Number 715.384.2484 Fax Number 715.387.3306
Email fpcm@verizon.net
Web site www.fpcmmarshfield.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 141

Church School Attendance 45 including Adult Forum participants

Church School Curriculum Group Publishing (Living Inside Out)
Grades 6-8 (PCUSA Frequently Asked Questions)

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
 98% Caucasian (370)
 Chinese
 1% Hispanic Mexican/Central American (4)
 Hispanic Puerto Rican
 Japanese
 Korean
 Native American
 Taiwanese
 Other Asian
 1% Other (3)

CIF (Part I) - Step 4 of 5

Presbytery Winnebago Synod of Lakes and Prairies

Community Type (select one)

Rural Village Town
 Small City Suburban Urban
 Inner City College Recreation
 Retirement N/A

CIF (Part I) - Step 5 of 5

Clerk of Session Details:

Name Greg Walsh
Address 501 N Vine Ave
City Marshfield State WI Zip Code 54449
Preferred Phone 715.387.8129 Alternate Phone © 715.207.5924
E-mail gregwalsh2007@gmail.com
FAX 715.387.3306 (church)

Church Information Form (Part II)

Step 1 of 7

Church/Organization ID 00940

Church/Organization Name, City, State First Presbyterian Church

Position To Be Filled (select one)

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

Specify Title (if appropriate) _____

Employment Status

Full Time Part Time Open to Either

Years of Experience Desired

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

Language Requirements

English Spanish Korean Mandarin Chinese
 Japanese Cantonese Taiwanese Other

Deadline date for this CIF, if any: _____

CIF (Part II) - Step 2 of 7

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

CIF (Part II) - Step 3 of 7

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

First Presbyterian Church, Marshfield, WI seeks to welcome all to join us on our journey of faith, denying no one, based upon his or her particular human condition, participation in the life of the church. We want to be a safe place, a sanctuary where people are accepted, included and cared for as they are. We will be agents of God's transforming power, aligning ourselves with the Holy Spirit as we pray, worship, learn, share fellowship and serve together. By attending to the love of Jesus Christ in our midst, we discover a deepening faith that makes a difference in our lives. As a community based on God's love, we strive to be of service to our neighbors and 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.

Our church was built 7 years ago, designed to enhance several of our mission programs, with an extra wing to house a local food pantry/clothes closet, two large classrooms built for daycare facilities and a geothermal heating system, accenting our green program. Our building is almost debt free at this time. Music is an important part of our worship with a professionally directed choir and a wide range of special music including instrumental, vocal and hand bell pieces. Our youth occasionally share musical gifts in Sunday worship which they prepare for during youth group meetings and Sunday School. Children are included in worship through a weekly Discovery Period led by the pastor. Educational offerings include Sunday School programs, a weekly adult forum, confirmation classes and Bible study. Outreach is important to FPC. In 2009, our church was 4th (of 42) in mission giving in our Presbytery (7th in size). In addition, 10% of our building fund donations are allocated to mission projects and an annual silent auction provides roughly \$10,000 that is used for various mission and small capital projects. FPC members also volunteer with Habitat for Humanity, CROP walk and a senior citizens group, "Young at Heart" meets about every three months for social activities. FPC is the host of the first community garden in our city. We have intergenerational activities such as Everybody's Birthday Party and weekly Lenten meals and 2nd Sunday Breads provide fellowship opportunities.

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

FPC has a well-educated congregation with a wide variety of talents and includes a significant number of able leaders. Members have a long history of leadership in the Marshfield community; we bring gifts and skills in the fields of education, health care, music, finance and construction, among others. Members come from a variety of faith backgrounds but share an interest in exploring faith issues in depth. There is a core group of lifelong members but, with a regular influx of new people to Marshfield, new members are a frequent source of new ideas. The congregation seeks to live up to its mission statement, welcoming all, and is proud that it has more diversity in its membership than at any time in the past. Members also bring experience in mission work springing from multiple individual and group mission trips to India, Honduras, Haiti, Louisiana, Iowa (following the 2008 floods) and an investigative trip to the Mexican border. Members also fulfill multiple roles in local, non-church charitable activities. A special gift has been our new church building which is completely handicapped accessible and is the only church in Marshfield to have an FM loop system to aid the hearing impaired. Through several pastoral transitions, the members have come forward to keep ministries active. These transitions have instilled independence in the lay leadership but have left the congregation uneasy and in need of some degree of permanence.

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

The most controversial issue facing the national church for several years was addressed but not resolved by the GA's Peace, Unity and Purity Task Force. Locally, FPC believes it has addressed this issue and resolved it within the guidelines of the PUP Task Force. However, like the national church, there are members who would prefer our theology be more conservative.

Several years ago, at a joint Session/Deacon meeting, two Bible passages were selected that the group felt most reflected or shaped our ministry. These two passages were Matthew 25:31-46 (. . . I was a stranger and you welcomed me . . .) and Mark 12:28-31 (. . . Love the Lord your God with all your heart . . . and love your neighbor as yourself. . .). FPC actively tries to incorporate these as guiding principles in our ministry. We have welcomed all to our church, to our table, to membership and to leadership. We have incorporated Spanish into our services to make them more meaningful to our growing number of Hispanic members and guests. We have also made our sanctuary available to be used for a memorial service on the passing of a prominent local Jewish doctor when there were no local Jewish facilities available.

We at FPC believe the principal of hospitality – of welcoming – is a key issue for all Christians and we earnestly strive to reflect it in all we do.

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 Lucille Rupe _____
Address 1260 W.Valley Rd., Appleton, WI 54915-1410 _____
Phone Numbers 920-734-3598 _____
Relation Executive Presbyter, Winnebago Presbytery _____
E-mail lucy@winnebagopresbytery.org_____

Name Joy Nelson-Jeffers _____
Address c/o 1st Presbyterian Church, 406 Grant St., Wausau, WI 54403 _____
Phone Numbers 715-842-2116 _____
Relation Committee on Ministry assigned liaison _____
E-mail JoyMNJ@aol.com _____

Name Julie Meadows _____
Address 2117 Main St. Stevens Point, WI 54481-3805 _____
Phone Numbers 715-342-8792 _____
Relation former Presbytery-assigned Moderator of Session _____
E-mail Julie-n-chris@charter.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?*

The pastor provides a balanced ministry of spiritual leadership, preaching, pastoral care, teaching, staff development and organizational direction for the congregation of FPC. We have an active, multi-talented, involved congregation with active lay participation who looks to the pastor for spiritual direction and support. The pastor will supervise, support and coordinate the work of the staff and, in conjunction with the Session, support the work of the various committees. The pastor plans and leads meaningful worship services which promote individual and corporate spiritual growth and administers the sacraments according to the Book of Order. The congregation depends on the pastor for relevant, challenging sermons, grounded in scripture. Primary responsibility for pastoral care and nurture is with the pastor in coordination with the Parish Nurses and Deacons. This includes visits to hospitalized members, home and nursing home visits. The Membership Committee assists the pastor with contacts and visits to new and prospective members. As Head of Staff, the pastor conducts weekly staff meetings and coordinates with them the day-to-day operation of the church. The pastor assists the Confirmation Coordinator and the Christian Education Committee with their respective assignments.

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

We seek a pastor who demonstrates a strong personal faith and a deep commitment to the ministry of Jesus Christ, an experienced leader with a sound theological and educational base as well as a pastor with the ability, desire and commitment to grow into a program leader. Our members and staff are capable and take responsibility but value guidance, empowerment and encouragement from their pastor. We value open, honest communication, warmth, humor and a sincere, caring concern for others. We encourage and support continued growth and development of professional skills through education. The pastor needs to communicate well with a wide range of ages, abilities and interests and must have the ability to deliver thoughtful sermons that inspire and challenge. We seek a pastor who will help us to grow spiritually as individuals and who will assist in developing new programs for our children. Our pastor should be sensitive to our past and grounded in tradition but comfortable with innovative and contemporary worship. We hope to welcome new families to a vital, energetic faith community with a strong Christian Education Program. We also seek to expand our commitment to the community through mission both locally and beyond. Our pastor should have staff leadership skills and an understanding of personal and staff dynamics. As we emerge from a difficult period our pastor must be experienced in conflict management and able to work with us as we continue on our path to a healthier church.

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

Compensation and Housing. *A range is needed for matching purposes. The maximum salary is not published anywhere.* Effective salary is cash salary plus housing allowance or manse value and other compensation considered "effective salary" by the Board of Pensions of the PC(USA).

Minimum **Effective** Salary \$ \$48,000 Maximum **Effective** Salary \$58,000

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

Geographic Choices.

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

 Suggest individuals only from specific areas checked below:

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

CIF (Part II) - Step 6 of 7

Equal Employment Opportunity

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

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

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

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

Every Presbytery Committee on Ministry is to inform each Pastor Nominating Committee of its constitutional obligations and how it might assure fairness in the calling process.

Has the presbytery's Committee on Ministry thus counseled with the Pastor Nominating Committee regarding Equal Employment Opportunity?

Yes

No

Each Pastor Nominating Committee is expected to undertake its search for a minister in a manner consistent with the good news that in the Church *"...as many of you as were baptized into Christ have put on Christ. There is neither Jew nor Greek, there is neither slave nor free, there is neither male nor female; for you are all one in Christ Jesus."*

Has the Pastor Nominating Committee affirmed to the Presbytery Committee on Ministry its intention to follow the Form of Government in this regard?

Yes

No

CIF (Part II) - Step 7 of 7

Pastor Nominating Committee/Search Committee Chairperson Detail:

Name Bruce Lautenschlager
Address 330 Young's Lane
City Auburndale State WI Zip Code 54412
Preferred Phone (715) 384-5217 (evenings and weekends)
Alternate Phone (715) 387-1151 ext. 1020 (week days)
FAX (715) 387-8746 (only week day receipt unless notified in advance)
E-mail Address for PNC Communications: nablaut@hotmail.com or Bruce.L@nelsonjameson.com

Endorsements

Pastor Nominating Committee
or Search Committee _____ Date _____
Signature

Clerk of Session _____ Date _____
Signature

Committee on Ministry _____ Date _____
Signature

Rev. 9/2006

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