

Dec. 8, 2008

Position to be filled: Director or Associate Pastor of Congregational Ministries

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## United Church of Christ

### LOCAL CHURCH PROFILE FOR LOCAL CHURCHES SEEKING NEW LEADERS

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### Local Church Statement of Consent

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The covenantal relationship between a church and those called by that church to serve as pastors and teachers and in other ministerial positions is strengthened when vital information is openly shared by covenantal partners. To that end, we attest that, to the best of our abilities, we have provided information in this profile that accurately represents our church. We have not knowingly withheld any information that would be helpful to candidates. As the committee charged with the responsibility for identifying and recommending a suitable new minister for our church, we have been authorized to share the information herein with potential candidates

We understand that a candidate may wish to secure further knowledge, information, and opinion about our church. We encourage a candidate to do so, recognizing that an open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position.

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Signature of Search Committee Chairperson

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Date

#### Church

Name: Orchard Ridge UCC

Address: 1501 Gilbert Road

City, State, Zip: Madison, WI 53711

#### Search Committee Chairperson or Contact Person

Name: Rich Hamann  
Address: 38 Millstone Rd.  
City, State, Zip: Madison, WI 53717

Telephone: 608-833-7074 Fax: none

E-Mail: rchamann@yahoo.com

Date: December 8, 2008  
Position to be filled: Director/Associate Pastor for Congregational Ministries

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## LOCAL CHURCH PROFILE FOR LOCAL CHURCHES SEEKING NEW LEADERS

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Please return the completed document to your conference or association office.

**1. Church:** Orchard Ridge UCC

**2. Address:** 1501 Gilbert Rd.

City, State, and Zip: Madison, WI 53711

Church Website: [www.orucc.org](http://www.orucc.org)

Telephone: 608-271-7212

FAX: 608-271-7265

**3. Name of Search Committee Chairperson/Contact Person:**

Address: Rich Hamann

City, State, and Zip: Madison, WI 53717

Telephone: 608-833-7074

Email: [rhamann@yahoo.com](mailto:rhamann@yahoo.com)

FAX: none

**4. Conference/Association Staff Person Assisting Our Church:**

Address: Rev. Bob Mutton

2401 Atwood Ave.

City, State, Zip: Madison, WI 53704

Telephone: 608-244-8515

Email: [bobmutton@swwaucc.org](mailto:bobmutton@swwaucc.org)

FAX: 608-244-8515

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### MEMBERSHIP INFORMATION

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**5. Membership:** These are estimates except the membership figures (a and e).

	Last Year	5 Years Ago	10 Years Ago
<b>a.</b> # Church members	382	463	441
<b>b.</b> Average attendance at worship	150	150	180
<b>c.</b> Average participation of children/youth in C.E.	110	100	118.
<b>d.</b> Average weekly participation in adult education	40	25	20
<b>e.</b> # Members who are ordained clergy	5	-----	-----

## 6. Profile of Congregation

Estimate percentage of congregation. Each category should add up to 100%.

### a. Age:

3.9 % ages 0 - 5  
12.0 % ages 6-18  
9.9 % ages 19-34  
18.3 % ages 35-49  
30.6 % ages 50-64  
11.7 % ages 65-74  
15.2 % ages 75 +

### b. Education level of adults:

16.8 % completed less than high school  
3.1 % high school graduates  
14.7 % some college/vocational school  
44 % college graduates  
21.7 % graduate school

**“So we who are many,  
 are one body  
 in Christ . . .”  
 Romans 12:5a**

### c. Family units:

35 % couples with children at home  
55 % couples without children at home  
5 % single  
5 % single parent with children at home

### d. Occupation of adults:

15 % business  
5 % clerical  
     % farmer/rancher  
     % laborer/manufacturing  
65 % professional  
5 % student  
5 % tradesperson  
5 % other

### e. Employment:

51.8 % employed  
8.2 % not currently employed (or retired)  
40 % retired

**Describe the racial-ethnic makeup of your congregation: African-American – 3; Hispanic – 1; White - 380**

## CHURCH FINANCES

*(Figures reflect the eleven-year UCC statistical reports as well as the church’s annual reports.)*

	Last Year	5 Years Ago	10 Years Ago
<b>7. Total Church Income</b>			
a. Members offerings and pledges	\$300,396	\$258,000	\$214,000
b. Interest from investment or endowments	\$546	\$428	
c. Principal reduction (endowments or investments)			
d. Rentals	\$15,928	\$11,049	
e. Special Fundraising			
f. Other			

If the church has conducted an annual stewardship campaign, list results for the past two years:

Goal: \$ Not set      Pledges: \$305,000      Actual Received: \$300,397

Goal: \$ Not set      Pledges: \$298,700      Actual Received: \$289,400

	Last Year	5 Years Ago	10 Years Ago
<b>8. Total Operating Budget</b>			
a. Our Church's Wider Mission Basic Support	\$18,867	\$19,362	\$20,637
b. Our Church's Wider Mission Special Support			
c. Other gifts	\$46,697	\$32,078	\$20,440
d. Current local expenses	\$295,631	\$276,570	\$192,820
e. Annual capital payments	0	\$6208	\$18,285
f. Other debt			

**9. Identify UCC special offerings the church receives throughout the year and the amounts from last year:**

- \$371 One Great Hour of Sharing
- NA Neighbors in Need
- \$1,237 Christmas Fund
- NA Strengthen the Church
- Yes Basic Support for Our Church's Wider Mission (only if received through special offerings and not included as a regular budget item in #8 above.)

**10. Mission**

- a. Beyond your contributions through the UCC, name the most significant local or global missions/ministries or agencies that were financially supported by your local church last year and the amount of support:

Name	Amount
1. Monthly Compassion Offerings -- \$15,268	
2. Interfaith Hospitality Network -- \$3508	
3. Fair Trade Sale -- \$15,000 annually	

- b. What mission project has excited your church the most in the past three years? Why?

In 2006 we sponsored and built a home with Dane County Habitat for Humanity. It was a joint project with a Lutheran church that also led to a weeklong trip for 30 people to work with Habitat in the Dominican Republic in 2007. Twenty-four people went on a second Dominican trip in 2008.

**11. Indebtedness**

- a. Total amount of outstanding mortgages/capital debt: \$0
- b. Total amount of other debt: \$0  
Describe:
- c. Are payments current?  yes  no

**“God is able to provide you with every blessing in abundance.”**  
**II Cor. 9:8a**

## 12. Capital Campaigns:

- a. If the church has had capital campaigns in the last ten years, note goal and results:  
Goal: \$ 350-500,000 Outcome: \$ 405,000  
Goal: \$ 80,000 (Extending Our Welcome) Outcome: \$ 95,000
- b. What projects were undertaken as a result of your capital campaign?  
A combination of building renovation (sanctuary, installation of air conditioning, parking lot resurfacing) and mission work (Interfaith Hospitality Network case worker and Habitat for Humanity house)
- c. Was there a mission or outreach component to the campaign?  Yes  No
- d. If a capital campaign is underway or anticipated, describe it:  
Goal: \$ unknown Beginning Date: late 2009 or 2010  
Purpose: building expansion and renovation, mission, staffing

## 13. Assets held by the Church:

- a. Reserves (savings): \$20,595 (as of 12/31/07)
- b. Endowments/Investments: \$19,448 (as of 12/31/07)  
This does not include reserve for Pastoral shared equity home loan program (\$70,811);  
Emergency repair fund (\$3,806); Memorial funds (\$19,150).
- c. Describe buildings and property of your church except the parsonage:

We own six city lots. We have a one story structure with sanctuary, offices, large Friendship Hall and a hallway of classrooms. We have a very welcoming outdoor space with a meditation garden and a memory Garth. We are not on a major street, which is a disadvantage for those seeking to find us for the first time. The building was constructed in the early 1960's.

- d. Is the church building (including sanctuary and offices) handicapped accessible?  
Yes:  Partially (specify)  No

Is the pulpit handicapped accessible? Yes:  No

- e. If a building program is projected or underway, describe it, including estimated date of completion:

We are engaged in a "Next Generation Initiative" process of dreaming about our future. We anticipate that this will result in programmatic changes, staff additions, and building renovation or expansion. The details are not yet decided.

- f. If the church owns a parsonage, describe it: No parsonage

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## FINANCIAL SUPPORT OF MINISTERIAL LEADERS

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## 14. If your conference has compensation guidelines, do you follow them?

Yes:  \_\_\_\_\_ yes for some compensation items but not all No:  \_\_\_\_\_

Does the church consider this position to be full time or part time?  
 \_\_\_\_\_ Full Time       Part Time (specify) -- half time

How will church members be supportive of a part time or bi-vocational pastor who may need another job to supplement the church salary?

We are open to discussions about the best arrangement for both pastor and congregation. This is not a limitation.

**15. Salary History**

To provide a profile of salaries for the position you are seeking to fill, indicate salaries at the beginning and ending of the ministers' tenure. Do not include interim positions. If a parsonage is provided, insert the letter "P" in the space provided. *Provide information for the last 3 leaders or the last ten years.*

	Start Date				End Date			
	Year	Salary	Housing	Parsonage	Year	Salary	Housing	Parsonage
a. Last	2000	37,006			2006	16,374	28,982	
b. Previous	*							
c. Next previous								

\* Salary and position have changed to the point that information is irrelevant.

**16. During the above period, has your church ever failed to fulfill its financial obligations to its pastor?** Yes \_\_\_ No:  If yes, please comment:

**17. Salary, Benefits, and Expenses Offered**

a. A package is offered of \$34,000, which is the cost to the church in terms of its 2008 budget and includes \$32,250 to the person for salary/housing, health and retirement to be used as the candidate desires. The remaining \$1,750 includes auto, education, and other miscellaneous expense reimbursements.

Conference recommended salary range: Average salary: \$24,000. Range: \$19,000-\$33,500. Neither figure includes health insurance.

b. Housing: \$ \_\_\_\_\_  
 Housing allowance only    \_\_\_\_\_ Parsonage only    \_\_\_\_\_ Would consider offering either

- c. Customary benefits:
- Vacation:   4   weeks annually
  - Maternity/paternity leave
  - UCC Retirement Annuity (  14 % of salary and housing)
  - \_\_\_\_\_ UCC Life and Disability Insurance Benefits
  - UCC Health Benefits – for individual, not family
  - UCC Dental Benefits – for individual, not family
  - Social Security/Medicare Offset
  - Continuing Education Funds
  - Continuing Education Time
  - Sabbatical Leave
  - Other benefits (specify) \_\_\_\_\_

d. Ministry Expenses

- Travel Reimbursement
- Meeting Expense Reimbursement
- Books and Periodicals
- Reimbursement of Criminal Background Check Fee
- Moving Expenses

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## COMMUNITY CHARACTERISTICS

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### 18. Population

- a. Population of total city or town in which your church is located: City of Madison – 223,389 (2006 est.); Dane County, where Madison is located – 463,826.
- b. Describe the population by racial-ethnic category and identify the source of the information:

As of October 2008, the U.S. unemployment is 6.1%. The State of Wisconsin figures are 4.4%, Dane County and the city of Madison have the same percentage -- 3.3% unemployment. Dane County has the third lowest unemployment of any county in the State. Madison is the capitol of Wisconsin. The current demographics are 82% white, 6.4% black, 6.2% Asian, 5.9% Hispanic and 4.9% other races. The Hispanic population is growing most rapidly. 92% of the population has a high school education and 50% has a bachelor degree or higher. 48% of residences are owner occupied and 51% of housing is rental housing. 81% of the population is 18 or older. 21% is less than 17 years and 8.8% are 65 or older. For the City of Madison, the projected population density is very high with an expectation of moderate growth. The City of Madison is diverse with a large population of “young and coming”; an average non-Anglo population, Hispanic growing the most, expected rate of 27.9% between 2008 and 2013; somewhat non-traditional family structures; and extremely high education level. Credit the youth and education level to the University and state government populations. Anglos represent 76.8%, Asians 8.4%. This being said, the racial/ethnic make-up of our urban ring church is overwhelmingly Anglo.

The most prominent employers in Dane Co. are UW Madison, American Family Insurance, State Dept. of Health and Family Services, UW Hospital and Clinics, State Department of Correction, City of Madison, and WPS. 23% of residents work in Education and Health; 18% are employed in trade, transportation and utilities; 12% work in the professions; 8% work in leisure, hospitality, and manufacturing; and 7% work in financial services and public administration.

(Source: Chamber of Commerce and 2008, Percept Group, Inc. [www.perceptgroup.com](http://www.perceptgroup.com))

### 19. Economic Factors

Identify major sources of employment/income in your community:

- a. University of Wisconsin
- b. State government
- c. Industries – biotech, Epic Systems Corporation, insurance, health

### 20. General Description

- a. Describe three distinctive attributes of your community:

1. Liberal
  2. Educated
  3. Socially active
- b. Identify major trends you envision in your community during the next five years:
1. Continuing changes in racial and ethnic makeup of neighborhood and city.
  2. Increased pressures on area incomes because of budget constraints for both the State of Wisconsin and the University of Wisconsin.
  3. Continued growth in the bio-tech, software and research industries.
- c. List three or four problem areas confronting your community that members feel your church should address:
1. Changing demographics of city and neighborhood and attending questions around race and class.
  2. Increased pressure on food growing, production and distribution systems to become more ecological and more local.
  3. Continued need for adequate low income housing of all kinds.
- d. Indicate Mission Activities
1. In which your church participates as a part of its mission in the community:
    - Interfaith Hospitality Network** (an ecumenical program to house and feed the homeless within our church)
    - Habitat for Humanity**
    - Allied neighborhood partnerships** (food, support, school supplies, etc. for a challenged, racially mixed neighborhood)
    - The Crossing** (outreach to university students)
    - Mission trips for youth and adults** – local, national and international
    - Partnership with the Southwest Resource Center** (neighborhood social worker)
    - Fair Trade Sale annually** (hosting a sale of products where profits are returned directly to the makers)
  2. In which your church expects the leader you are now seeking to participate:
 

Our new associate will help organize small group initiatives of all kinds, including Mission and outreach opportunities in conjunction with our Ministries and other staff.
- e. Describe how your church building is now being used by the community:
- Mennonite Church shares worship and office space  
 Kindermusik, nursery program for children held during the week  
 Fencing, (the sword variety) a sport club  
 Multiple scouts, dance groups, neighborhood groups, etc.

f. Indicate the number of school districts from which members of your church are drawn:

\_\_\_\_\_ one      \_\_\_\_\_ two        X   three or more

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## CONGREGATIONAL LIFE

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(Add \*\*\* if the information came from a survey of the congregation)

### 21. Identify major trends you envision in your church in the next five years

We are currently working through our congregation-wide Next Generation Initiative process. It's a strategic plan for the future of our church in the next 5-10-20+ years. It includes proposals for expanded and improved programming and facilities that will strengthen and deepen our faith. The plan will allow us to live out our vision of being *Spiritually Alive, Joyfully Inclusive, and Committed to Justice*.

Priorities that have been identified are improved programming and facilities for:

1. Children, youth and their families.
2. Music for our congregation and the community.
3. Growth in our relationship with God, with one another, and with the wider world.
4. "Greening" our church and our lives, honoring creation and the Creator.

### 22. Planning

All churches do planning. How would you characterize the way planning is done in your church?

Most planning is initiated by our governing board, the Leadership Team and our Ministries. When appropriate, ad hoc teams, often short- or limited-term teams are used for specific purposes. Larger decisions are brought back to the Leadership Team or congregation for approval. Program planning is done annually by staff members together with Ministries.

- a. What expectations do you have of the person you are seeking in relation to the planning that takes place?

It will be important for this person to participate in program planning with the affected Ministries and staff people.

- b. When is the last time your church undertook a period of discernment and long-range planning in an intentional way?

See answer to question 21. A full Next Generation Initiative report is available on our website at [www.orucc.org](http://www.orucc.org).

- c. What were the outcomes of your intentional long-range planning?

Improved programming and facilities and staffing to support that programming.

- d. Does your church have any plans to undertake a period of intentional long-range planning in the future?

See question 21

### 23. Reflections on Congregational Life

Comment on the following with what you believe to be the generally-held responses of the congregation. If more space is needed, use additional pages.

- a. Identify the three most important faith experiences or events in the history of your church and the year each took place:

<u>Event</u>	<u>Year</u>
1. Initial planting of church in 1956 and celebration of 50 <sup>th</sup> anniversary	1956, 2006
2. Open and affirming process undertaken and approved in 1993, as lived out in support and advocacy to turn back a Wisconsin state constitution marriage amendment.	1993, 2006
3. Lombard Mennonite mediation process (see Item 29)	1995-1997

- b. Identify the most challenging faith experience or event in the life of your church in the last three years and what the church learned from it:

Departure of previous Associate Pastor and calling of two part time interim pastors – it was hard to say goodbye to a pastor who had been here for six years and to decide on the best course of action for the future. (December 2006)

Decision to ask interim pastor for youth and children and families to accept a call to be our permanent Associate Pastor for Youth, Children, and Families. The decision, proposed by our Leadership Team, sought to address a pressing and urgent need in the life of the church. The decision to forgo a formal search was difficult for some. In the end, the Leadership Team allowed for more time for discussion and it was approved unanimously by the congregation. (fall 2007)

- c. What is God calling your church to do/become over the next few years?

As we live into being *Spiritually Alive, Joyfully Inclusive and Committed to Justice*, we seek to expand and improve our programming and facilities that will strengthen and deepen our faith. This includes specific attention to:

1. Children, youth and their families.
2. Music for our congregation and the community.
3. Growth in our relationship with God, with one another, and with the wider world.
4. “Greening” our church and our lives, honoring creation and the Creator.

- d. Describe how the church expects the person you are seeking to help your church reach these goals:

The purpose of this position is to increase awareness and use of the gifts found within our congregation to build community, so that we strengthen congregational care, deepen spiritual growth, and better organize outreach and justice work. This position focuses less on "direct care" and more on empowering individuals and small groups, so that we all participate in pastoral care,

faith formation, and service. The position seeks to embody the reality that service and care are interwoven with spiritual formation, not separate activities.

e. Choose the statement that most accurately describes the theological/faith stance of your church: *You may check more than one.*

- We tend to be theologically conservative.
- We tend to be theologically moderate to conservative.
- We tend to be theologically moderate.
- We tend to be theologically moderate to liberal.
- We tend to be theologically liberal.
- We tend to be quite diverse theologically.
- Other

Comments: While our perspectives on God and the Bible vary, and while we embrace doubt, diversity and discussion on all matters theological – in the end, we tend to be more liberal than anything else.

f. Describe the educational program of your church:

*Identify the curriculum/a used in your church school and the person or committee responsible for selection of curriculum/a:*

For ages 0 through 6<sup>th</sup> grade, “The Way of Child” – Rev. Tammy Martens

We don’t have any focused curriculum for youth 9th-12th grade. We offer mission trips each summer for this age-group (last summer we had 20 youth participate!) and occasional service and/or social opportunities throughout the year. Youth are also invited to participate in our Rock/praise band that plays once a month in worship. It is the goal of Youth Faith Formation Ministry and Rev. Tammy Martens to develop a road map for our Christian Education/spiritual formation program for children 0-18 years of age in the near future.

*Indicate resources used for Confirmation and the person or committee responsible for the selection of these resources:*

We use a one-year, mentor-based confirmation program that pairs an adult mentor with a student. The curriculum is “home grown” and has evolved in recent years to be more experience and ritual based. It includes a spiritual retreat and an urban immersion, a compassion project, field trips and class discussions. This is led by Rev. Winton Boyd and Rev. Tammy Martens. Confirmation is paired with a one-year sexuality program, “Our Whole Lives,” led by four lay people and the Rev. Tammy Martens. It is our hope that every 7<sup>th</sup> and 8<sup>th</sup> grader here participate in both programs.

*Are there educational opportunities for all ages?*

We have multiple offerings from adults including two Sunday morning classes, Tuesday evening programs, periodic retreats, workshops, and mission experiences. Youth have occasional gatherings as well as retreats and mission trips.

Does your church have a written Safe Church Policy?

Yes       No

**g.** Describe how the church expects the person you are seeking to participate in the congregation’s educational programs:

In conjunction with Senior Pastor, this person will foster, develop and facilitate small group, lay-led opportunities, basic Christian education offerings for all ages and among generations, and “multi-disciplinary” approaches to faith formation (service learning, environmental spirituality, inter-generational activities).

**h.** Describe how programs or ministries of your church are evaluated:

Staff and lay ministry members evaluate specific programs throughout the year. Pastors evaluate overall programming annually. Pastoral work is evaluated by lay leaders every 4-5 years.

**i.** Describe the strengths or positive qualities of your church: (Add \*\*\* if information came from a survey of the congregation.)

Theologically and socially open, welcoming, community building, living out our commitment to social justice, vibrant and diverse music, commonality of purpose.

24. Indicate major boards, committees, small groups, and organizations that are a part of your church; the frequency of meetings (monthly, weekly, etc.); and expectations for leadership. For leadership role use: 1 = pastor takes primary initiative and responsibility; 2 = pastor and laity share responsibility; 3 = laity take primary initiative and responsibility; 4 = the pastor’s presence is expected periodically/occasionally.

In 2005, ORUCC constitutionally adopted a structure of “Ministries” and “Mission Teams.” The Ministries are the standing administration of the church. Mission Teams, however, are ad hoc teams organized for a specific purpose and often short term. Examples include: Landscape Mission Team, Garth Mission Team, Human Resources Mission Team, Planned Giving Mission Team, Budget Mission Team, Liturgical Arts Mission Team, Sound System Mission Team, Women’s Retreat Mission Team, Family Outings Mission Team, Annual Stewardship Mission Team, etc. These teams are not listed in the bylaws, are frequently but not exclusively lay led, and disband upon completion of their specific tasks. The Search Committee believes it is important for the individual interested in the Congregational Ministries position to realize that responsibility and leadership is shared throughout the congregation.

<b>Board/Committee</b>	<b>Purpose</b>	<b># Members</b>	<b>Frequency</b>	<b>Leadership</b>
Leadership Team	Overall administrative and leadership responsibility	9	Monthly	2
Ministry of Congregational Life	Non-worship congregational and fellowship life of the congregation	8	Monthly	2
Ministry of Adult Faith Formation	Oversee programming and evaluation of adult faith, worship, and education	6	Monthly	2
Ministry of Youth Faith Formation	Oversee programming and evaluation of youth faith and education	6	Monthly	2
	Oversee building and resource management			

Ministry of Resources	Oversee benevolence budgets and outreach efforts and experiences	6	Monthly	2
Ministry of Christian Witness and Service		8	Monthly	2
<b>Ongoing Small Groups</b>	<b>Purpose</b>	<b># Members</b>	<b>Frequency</b>	<b>Leadership</b>
Java and Jesus	Adult faith formation	20-25	Weekly	1
Heart and Soul	Social issues, adult education	25-30	Weekly	2
Pastoral Partners	Support of ill, elderly and shut-in population	10	As needed	2
Welcomers	Providing hospitality on Sunday morning	29	As needed	3
Monday morning trash guys	Guys who help take out garbage	4	Weekly	3
Arts/Drama Camp Teachers and Volunteers	Summer youth program	9	Annually	2
Over 55 group	Social activities for older adults	46	Monthly	3
IHN Volunteers	Serve homeless who stay at church four times a year	73	4x/year	3
Bible study	Adult evening study	10	2x/mo	3
Women's bible	Daytime study for women	10	2x/mo	3
Movie Group	Monthly social group	20	Monthly	3
SAFE group	LGBT and Allies fellowship group	20	Monthly	3
Women's Book Group	Meets monthly for book discussion	15	Monthly	3
Knitting	Knits prayer shawls	5	Weekly	3
Quilting	Quilts comforters for homeless children	8		3
Music groups including: TRU Function Handbells, Senior choir	Youth rock and praise play in worship Play in worship monthly Sing in worship 2x per month and other occasions	8 10 20-25	Weekly Weekly Weekly	2 2 2
Drumming group	Uses African drums for adults and youth	26	Weekly	3
Confirmation Class and Our Whole Lives	Youth confirmation and sexuality class	10-12	2x/mo.	2
Men's Group	Men's support and discussion	6-8	2x/mo.	3
Elementary school-age group	Youth education and fellowship	6-8	2x/mo.	2

## 25. Conflict

Most churches experience conflict at various times. Characterize your church's experience with conflict given the following possibilities. Indicate the extent to which each statement describes your church: **C** = closely; **S** = somewhat; **N** = not at all.

- c** as a church, we respect and listen to each other and work things through without generating divisiveness
- s** as a church, we try to respect and listen to each other, but it is not uncommon for differences of opinion to be a problem and for some people to choose sides
- s** some have left our church because of conflict
- n** conflict hurts our sense of unity, but we tend not to talk about it
- c** painful experience with conflict has been present, but it has been worked through, and we have learned from the experience
- n** we have had some painful experiences with conflict, and they linger in the background
- n** open conflict is present, and we need a minister who can help us deal with it
- other Specify:

In the late 1990s, the church engaged in an extensive mediation process with the Lombard Mennonite Peace Center after the rocky departure, firing, of a Senior Pastor. This process, which lasted almost a year, was very beneficial to the congregation and laid a wonderful groundwork for the current pastoral staff. In addition, this process developed in lay leadership an enduring understanding of the need for open communication and transparency in decision-making.

## 26. Worship

- a. Describe the weekly worship schedule (number of services, times, languages in which the services are conducted, frequency with which communion is included, special emphasis such as healing services, contemporary worship, etc.)

Sunday morning worship, one service, in English, communion monthly, occasional healing services, blended style. Strong emphasis on music provided by the senior choir, TRU Function, handbell choir and others.

- c. Are your worship services or church gatherings sign language interpreted?  
 Yes  No

Are there particular ministries with persons with developmental disabilities or mental illness? No

Comment:

- d. Identify how worship is planned on a regular basis in your church  
 by a worship committee  
 by the pastor  
 by the pastors in consultation with the church musicians  
 other – specify:
- e. Describe the style and content of preaching valued by your congregation:

Topical in the sense that they relate to issues of the day. While appreciating intellectual rigor, the congregation also responds to preaching that seeks to address issues of the heart – both in their personal devotion and in their social involvements. Preaching draws from many sources and inspirations, including Scripture.

- e. Describe the role in worship of the person you are seeking:

The associate, if ordained, will participate in both leading worship and occasional preaching, as well as help support and encourage lay participation. If we hire a lay person for this position, the emphasis will be on the support and encouragement of lay worship leadership.

- f. What hymnal(s) are currently used by your congregation in worship?

New Century Hymnal supplemented with music from GIA publishing, Iona, and other sources.

- g. Have you considered using another hymnal?

No

- h. Churches have a variety of practices related to the use of Inclusive Language in worship services. (Some churches have made the decision not to change any language in worship; others are intentionally inclusive in their references to people avoiding words such as “mankind.” Some avoid exclusively male references for God and seek to include male and female images as well as a variety of metaphors; other churches exercise care in the words of the liturgy but still utilize “traditional” hymns.) How important is this issue to your church?

We seek to use inclusive language in all settings, including language for God. Our effort is to multiply the number of images for God, not limit them by gender or language.

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## WIDER CHURCH CONNECTIONS

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### 27. United Church of Christ

- a. Association, conference, or other denominational programs and activities in which church members participate:

Do you send delegates to association and conference meetings?

Regularly  Occasionally  Never

Have members of your church ever served as delegates or visitors to General Synod?

Yes  No  Not Sure

- b. Association, conference, or other denominational settings in which your church expects the leader you are now seeking to participate:

Nothing specific, but we recognize a pastor may want to participate in some way.

- c. Choose the word that best describes how lay leaders of your church consciously identify with the United Church of Christ:

closely  moderately  nominally  other

Comment:

## 28. Ecumenical and Interfaith Activities

- a. Describe ways your church participated in ecumenical and interfaith activities during the past three years:

- Joint Habitat House build with Lutheran congregation
- Joint Dominican Republic work trip with Mennonite Congregation
- Interfaith Hospitality Network (support and housing for homeless families 4 times a year) host church with Lutheran buddy churches
- Madison Urban Ministry events,
- Wisconsin Council of Churches events
- Ecumenical Earth Day celebration
- Ecumenical LBGT congregation services
- Contribute meals to ecumenically supported homeless shelter
- Youth trips with ecumenical host organizations and youth groups
- We regularly invite members of other faiths to speak at educational settings for adults and teens.

- b. Describe how your church expects the leader you are now seeking to participate in ecumenical and interfaith activities:

As appropriate. See item 32d.

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## RELATIONSHIP WITH MINISTERIAL LEADERS

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### 29. Relationship With Prior Leaders

- a. Characterize your church's experience with pastoral leaders over the past 15 years.

*You may check more than one response:*

- In general, our lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership.
- We have had some fairly rocky moments, but we have worked them through, and relationships with pastoral leaders have grown in significant and important ways.
- We have had some tough times and things did not always work out.
- Other. Specify:

See statement in section 25.

- b. Indicate the tenure of the last three installed persons who filled the position you are seeking to fill. Do not include interims:



Our Pastoral Advisory Committee and it meets at the request of any pastor to offer support, consultation, feedback, and/or planning.

**31. If there is periodic assessment/evaluation of the nature of the work and of the performance of that work for the position you are seeking to fill? Describe it:**

Ministerial staff receives periodic, formal performance evaluations by the church's Leadership Team. Each year, pastors set goals, which are evaluated and accepted by the Leadership Team

**Is the periodic ministerial evaluation coordinated with a regular assessment of the overall ministry of the congregation?**

When formal evaluations of the pastors are done, the leadership and participation of the congregation is considered as part of that evaluation.

**32. Leadership Expectations**

A list follows of 45 items which represent a range of qualities in the ministry of the church. Place an "X" beside the 12 items which your church feels are the most important aspects of ministry for your church at this time. All the qualities are important. However, please mark those 12 which you feel need first priority at this time. **Do not rank the items.** If the aspects you consider to be important are not included in the list, place them at the end in the blanks provided.

Mark only 12 of the following items. Do not rank the items.

**Our church needs a person who...**

- |   |   |
|---|---|
| 1. _____ is an effective preacher/speaker   | 24. _____ regularly encourages support of Our Church's Wider Mission                          |
| 2. _____ continues to develop his/her theological and biblical skills                                       | 25. _____ reaches out to inactive members   |
| 3. <u> X </u> helps people develop their spiritual life   | 26. _____ works regularly in the development of stewardship growth                            |
| 4. _____ helps people work together in solving problems   | 27. <u> X </u> is active in ecumenical relationships and encourages the church to participate |
| 5. _____ is effective in planning and leading worship   | 28. <u> X </u> is a person of faith   |
| 6. _____ has a sense of the direction of his/her ministry   | 29. _____ writes clearly and well   |
| 7. <u> X </u> regularly encourages people to participate in United Church of Christ activities and programs | 30. _____ works well on a team  |
| 8. <u> X </u> helps people understand and act upon issues of social justice                                 | 31. _____ is effective in working with youth  |
| 9. _____ is a helpful counselor   | 32. _____ organizes people for community action   |
| 10. _____ ministers effectively to people in crisis situations  | 33. <u> X </u> is skilled in planning and leading programs                                    |
| 11. _____ makes pastoral calls on people in hospitals and nursing homes and those confined to their homes   | 34. _____ plans and leads well-organized meetings   |
| 12. _____ makes pastoral calls on members not confined to their homes                                       | 35. <u> X </u> encourages people to relate their faith to their daily lives                   |
| 13. _____ is a good leader  | 36. <u> X </u> is accepting of people with divergent views                                    |
| 14. _____ is effective in working with children   | 37. <u> X </u> encourages others to assume and carry out leadership                           |
| 15. <u> X </u> builds a sense of fellowship among   | 38. <u> X </u> is mature and emotionally secure   |
|   | 39. _____ has strong commitment and loyalty   |
|   | 40. _____ maintains confidentially  |

- the people with whom he/she works
16. \_\_\_\_\_ helps people develop their leadership abilities
  17. \_\_\_\_\_ is an effective administrator
  18. \_\_\_\_\_ is effective with committees and officers
  19. \_\_\_\_\_ is an effective teacher
  20. \_\_\_\_\_ has a strong commitment to the educational ministry of the church
  21. \_\_\_\_\_ is effective in working with adults
  22. \_\_\_\_\_ inspires a sense of confidence
  23. \_\_\_\_\_ works regularly at bringing new members into the church

41. \_\_\_\_\_ understands and interprets the mission of the church from a global perspective
42. \_\_\_\_\_ is a compassionate and caring person
43. X deals effectively with conflict
44. \_\_\_\_\_
45. \_\_\_\_\_

If there are other comments you wish to make about expectations, include one or more paragraphs here on an additional sheet.

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## GENERAL

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**33. Does your governing body or your search committee have a well-defined policy against discrimination?**      X   Yes    \_\_\_\_\_ No    Comment:

**34. Has your congregation participated in an ONA (Open and Affirming) study/discernment process?**

  x   Yes    \_\_\_\_\_ No    Comment:

We have been Open and Affirming since 1993.

**35. Is there a position description of the pastor's role and responsibilities?**

  x   Yes    \_\_\_\_\_ No    If "yes," please attach a copy.

Does your church have a personnel policy covering this position?    \_\_\_\_\_ Yes      X   No

**36. List the titles of other paid staff positions for whom this person provides supervision and indicate whether these positions are full-time (FT) or part-time (PT). None**

**37. Name three people who have agreed to serve as references. Make sure they are not members of your church, but know your church well enough to be helpful to a final candidate seeking more information about your church, e.g., conference staff, person in community, neighboring pastor:**

Name	Telephone	Relationship to Your Church
a. Bob Mutton	608-244-8515	Association Minister
b. Deborah Dean-Ware	608-222-8668	Interim associate at Lake Edge UCC
c. Doug Pierce	608-257-1039	Director of The Crossing Ministry

**38. What groups or individuals in your church have contributed to, reviewed, and/or approved this profile for circulation?**

Members of the Search Committee

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## **STATEMENT ON LEADERSHIP IN MINISTRY**

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Using this page, and one additional page if needed, write a statement that will help a candidate better understand the relationship of clergy and lay leadership in the life of your congregation. Candidates will be interested to know whether your lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership. If your church organizational structure is based on intentional lay-led ministries, describe how that structure functions in relationship to the pastor; if your organizational structure is dependent on clergy leadership, describe what will be expected of the pastor.

### **Statement on Leadership in Ministry**

When our senior pastor was hired ten years ago, a primary description of the expectation of his leadership was "facilitative leader." This terminology is still appropriate today as we seek an individual for this current Associate Pastor or Director Congregational Ministries. . The search committee, at the direction of the Leadership Team is seeking an individual who helps us to do the work of the church, does not do it for us. As we said under section 23 d, "The purpose of this position is to increase awareness and use of the gifts found within our congregation to build community, so that we strengthen congregational care, deepen spiritual growth, and better organize outreach and justice work. This position focuses less on 'direct care' and more on empowering individuals and small groups, so that we all participate in pastoral care, faith formation, and service. The position seeks to embody the reality that service and care are interwoven with spiritual formation, not separate activities."

In 2005, ORUCC undertook an extensive self-examination of its governance and revised the vocabulary used and the reality of how we organize ourselves. Standing boards or committees were eliminated and functions redefined into Ministries, each carrying a great deal of autonomy and within the realities of budgeting and big-pictures organization, these ministries conducts their efforts quite independently.

ORUCC also recognized that many individuals are interested in shorter term projects that do not need to become standing committees. These we called Mission Teams. Note the paragraph on Mission Teams under section 24, which reads: "In 2005, ORUCC constitutionally adopted a structure of "Ministries" and "Mission Teams." The Ministries are the standing administration of the church. Mission Teams, however, are ad hoc teams organized for a specific purpose and often short term. Examples include: Landscape Mission Team, Garth Mission Team, Human Resources Mission Team, Planned Giving Mission Team, Budget Mission Team, Liturgical Arts Mission Team, Sound System Mission Team, Women's Retreat Mission Team, Family Outings Mission Team, Annual Stewardship Mission Team, etc. These teams are not listed in the bylaws, are frequently but not exclusively lay led, and disband upon completion of their specific tasks."

The Search Committee believes it is important for the individual interested in the Congregational Ministries position to realize that responsibility and leadership is shared throughout the

congregation and to be comfortable, even delighted, to work within such an organizational structure.

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## Conference or Association Descriptive Reference

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**Church Name:** Orchard Ridge UCC

**Location:** Madison, WI

**Conference:** Wisconsin

**Association:** Southwest Association

**Name of Staff Assisting in the Search:** Rev. Bob Mutton

**Staff Comments:**

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Signature of Staff Assisting in the Search

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Date