



**PRESBYTERIAN CHURCH (U.S.A.)
CHURCH LEADERSHIP CONNECTION
100 WITHERSPOON STREET
LOUISVILLE, KY 40202-1396
Toll Free 1-888-728-7228 ext. 8550
Fax # (502) 569-5870
www.pcusa.org/clc**

MINISTRY INFORMATION FORM

Ministry ID

Ministry Name: Presbytery of Northeastern New Jersey (*provisionally*)

Mailing Address Presbytery of Newark

City Bloomfield State NJ Zip Code 07003

Telephone Number 973-429-2500 Fax Number

Email hello@newarkpresbytery.org

Web site: newarkpresbytery.org

Congregation or Organization Size(Select one)

- Under 100 members
 101 - 250 members
 251 - 400 members
 401 - 650 members
 651 - 1000 members
 1001 - 1500 members
 More than 1500 members
 N/A

Average Worship Attendance N/A

Church School Attendance N/A



Church School Curriculum _____ N/A

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

Ethnic Composition of Congregation (in whole %):

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

.02 American Indian or Alaska Native
8 Asian
19.1 Black or African American (African Native, Caribbean)
4.5 Hispanic Latino/Latina, Spanish
2.4 Middle Eastern
.02 Native Hawaiian or Other Pacific Islander
64.4 White
Other 1.6

Presbytery: Presbytery of Northeastern New Jersey (provisionally) Synod: Synod of the Northeast

Community Type (select one)

 College Rural Suburban
 Small City Town Urban
 Village Recreation Retirement
 X N/A (Presbytery: more than one applies)

Clerk of Session Contact Information:

Name N/A
Address _____
City _____ State _____ Zip Code _____
Preferred Phone _____ Alternate Phone _____
E-mail _____ FAX _____



***Select below the position to be filled and the minimal number of years of experience required (e.g. no experience, first ordained call, up to 2 years, 2-5 years, 5-10 years, or above 10 years)**

<u>Years of Experience</u>	<u>Position Type</u>	<u>Years of Experience</u>	<u>Position Type</u>
	Solo Pastor		General Assembly Staff
	Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff)		Church Business Administrator
	Head of Staff (supervised one teaching elder and other staff)		Executive Director
	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
	Pastor Interim		Administrator
	Pastor (for a designated term)		Funds Developer
	Pastor (Other Temporary i.e., Supply, Student)		Finance Manager
	Pastor, yoked/parish		Media Specialist
	Co-pastor		Communicator
	Executive Pastor		Coordinator
	Evangelist or Mission Pastor		Youth Director (non-ordained)
	Bi-vocational/Tentmaker		Other
	Chaplain		
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
2-5	General Presbyter/Executive Presbyter Presbytery Leader		
2-5	Stated Clerk (Presbytery)		
	Synod Executive		
	Mid-Council Program Staff		



You may also specify the position title (if appropriate) Presbytery Co-Leaders

***Employment Status**

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

Is this a yoked congregation? No Yes

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

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

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

Interim/Transitional Ministry Training	<input type="checkbox"/>	Interim Executive Presbyter Training	<input type="checkbox"/>
Certified Christian Educator	<input type="checkbox"/>	Certified Business Administrator	<input type="checkbox"/>
Certified Conflict Mediator	<input type="checkbox"/>	Clinical Pastoral Education Training	<input type="checkbox"/>
Other	<input type="text"/>		

Language Requirements

<input checked="" type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Korean	<input type="checkbox"/> French
<input type="checkbox"/> Arabic	<input type="checkbox"/> Armenian	<input type="checkbox"/> Creole	<input type="checkbox"/> Portuguese
<input type="checkbox"/> Japanese	<input type="checkbox"/> Russian	<input type="checkbox"/> Swahili	<input type="checkbox"/> Burmese
<input type="checkbox"/> Cambodian	<input type="checkbox"/> Indonesian	<input type="checkbox"/> Laotian	<input type="checkbox"/> Thai
<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Taiwanese	<input type="checkbox"/> Cantonese	<input type="checkbox"/> Mandarin Chinese
<input type="checkbox"/> Twi	<input type="checkbox"/> Sign Language	<input type="text"/>	Other

Statement of Faith Required Yes No



Mission Statement

What is your congregation's or organization's Mission Statement?

We are healthy, functioning with joy and known by the public as inspiring, relevant, and engaged faith communities in New Jersey; and that a wave of collaboration between Gospel communities has deepened our joy and witness to the world of God's reconciliation, wholeness, and unity amidst diversity. With March 1, 2021, as our merger date, a first step with new co-leaders will be to develop a vision and mission statement expressing our shared calling, values, and aspirations.

The two positions for which we are seeking candidates will serve as peers in leading the emergence of a new presbytery in northeastern New Jersey, the Presbytery of Northeastern New Jersey (*provisionally*). This exciting missional effort will bring together congregations from three extant presbyteries (Elizabeth, Newark, and Palisades). The emerging presbytery will be comprised of 99 congregations with a combined reported membership of ~12446. With more than \$9MM in aggregated assets the Presbytery will have adequate resources to operationalize the emerging vision in the context of the greater New York metropolitan area. Worshiping in more than 8 languages, the constituent congregations together comprise a rich diversity in racial, ethnic, cultural backgrounds. Some of our congregations are older than the republic itself and others represent various forms of new worshipping communities. In this environment we believe God is doing a new thing and seek those whose calling draws them to this visionary and formative ministry.



NARRATIVE QUESTIONS

(For each narrative question, please limit your responses to no more than 1500 characters including spaces and punctuation.)

1. What is the congregation's or organization's vision for ministry? Additionally, describe how this vision is lived out.

The vision for ministry currently in the life of the Northeast Presbytery of New Jersey (*provisionally*) is a dynamic one. Developing a new missional community structure has aspects of both starting up a new venture as well as realignment of merged entities. This is a complex process and requires important leadership talents and experience to cultivate and nurture the new presbytery. A key challenge is to help the new presbytery find and live into a new missional identity in service to Jesus Christ. The creation of a sense of urgency and energy to reinvent programs, processes, and effective ministries across the diverse cultures of three presbyteries is essential. More importantly, leaders cannot figure out where to take the presbytery if they do not understand where each of the merged parts has been and how they got there. This vision is lived out by a leader's ability to identify cultural norms such as:

Influence: How do people get support for critical initiatives?

Meetings: Are meetings more rubber stamp or are meetings filled with constructive discussions?

Conflict: Is conflict avoided? Or can people talk openly about differences of view?

Traditions: What will we treasure from our past? What new traditions will we form?

We anticipate a presbytery that intentionally supports congregations, partners in mission and nurtures new forms of church life and witness. In addition, we see ourselves working closely with the synod to understand changing dynamics across emerging NJ presbyteries and open to participating in shaping the future of the PC(USA).

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

Given the changing face of the PC(USA), we are actively exploring new ministry models for sharing the Gospel more effectively. This work is grounded in the experience of local churches, many of whom are in periods of transition. Our work is guided by the hope that transitions will bring transformation revealing new life.

Our congregations engage their communities through a wide range of mission activities including 12-step programs, affordable housing, hunger ministries, clothing distribution, temporary overnight shelter, fundraising for disaster response, and providing extra help for the holidays.



Some offer specialized ministries to new immigrant groups: ESL, technical and legal assistance and computer training. One congregation of “special needs” individuals receives support from neighboring churches.

One of the merging presbyteries (Newark) employs a Community Ministry Organizer to help congregations engage communities, develop partnerships, and build capacity. They are repurposing a facility in Newark as a site for collaborative community ministry. A mission trip to Puerto Rico in 2019 established a long-term relationship with Campamento El Guacio.

In another of the merging presbyteries (Elizabeth), the Young and Bold ministry of Iglesia Presbiteriana Nuevas Fronteras establishes safe environments where young adults can learn from business leaders, financial advisors, and church practitioners. During the pandemic, this congregation is connecting with the Latinx community with its weekly webcast, “Nuestra Voz.”

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

These are formative co-leadership positions. These persons will launch the newly emerging presbytery from three disparate presbyteries so that we might find a common mission and witness together. These two leaders must be builders capable of helping the presbytery achieve its goals for ministry.

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

We seek effective co-leaders with the following personal qualities:

- Deeply rooted personal faith
- Spiritual/Servant leadership
- Imaginative
- Adaptable, open to change
- Self-aware, emotionally mature, a sense of humor
- Collaborative and relational
- Community builders
- Faithful risk-takers

We seek a co-leadership team, who together, possess the following skills:

Outward incarnational focus. Invites Christ into our midst, listening for direction to serve; seeking His will, not ours.

Governance and Judicial Understanding. Interacts effectively at all levels of the PCUSA in governance and judicial processes, showing kindness, respect, collegiality, and collaboration.

Financial literacy. Firmly grasps financial statements, budgets, debt, endowments, and investment strategies.

Acclimated with diversity. Demonstrates cross-cultural proficiency and sensitivity

Effective coaching. Gifted in helping individuals and teams to develop.



Transforming conflict. Exhibits emotional intelligence; uses effective communication, problem-solving and negotiation skills

Intellectual curiosity. Sees possibilities, cultivates innovative ideas, willing to experiment.

Integrity. Builds trust; tells the truth; models transparency; cares deeply.

Collaboration/teaming. Works effectively with other presbyteries to share support services and develop partnerships; builds teams well; inspires followership; champions best practices

Sense of urgency. Anticipates problems and engages them as opportunities.

Active listening. Seeks to understand; demonstrates respect

Accountable. Assumes accountability to meet objectives. Keeps focus on member churches.

Thinking state-wide. Recognizes wider impact of presbytery decisions.

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

We seek co-leaders, one of whom will serve as a resource presbyter and the other who will serve as a stated clerk. Job descriptions for each of the co-leaders will encompass the following tasks, assignments, and program areas, with the understanding that there will be fluidity for the co-leaders to share or re-arrange tasks according to their interests, passions, and particular gifts.

Co-Leaders as Organizing Presbyters	
RESOURCE PRESBYTER	CLERK
Resource congregations and leaders Facilitate sharing stories Respond to needs Encourage big dreams	Book of Order expertise Robert's Rules of Order expertise with a willingness to explore alternative ways of decision making Governance - Provide advice and counsel to the body and various committees of the Presbytery as needed, emphasizing interpreting, and clarifying procedures and processes.
Co-lead as Servant Leaders	
Nurture congregations and leaders Provide training Provide coaching to leaders Cultivate relationships and community at all levels Imagine and foster new ways of being together Exercise effective administrative roles Support presbytery staff, teams, and congregations Facilitate shift from regulatory emphasis to resourcing and support Develop and support models that facilitate and empower mission Share responsibilities of greater missional community, the synod, and national church	



OPTIONAL LINKS

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

[NJMS-New-Communities-Invitation.pdf](#)
[NJMCWG Recommendation.pdf](#)

*LEADERSHIP COMPETENCIES

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

THEOLOGICAL/SPIRITUAL INTERPRETER	
Compassionate – having the ability to suffer with others; being motivated by others pain and is called into action as advocate; is motivated by caring for others while concurrently keeping the organizational goals clearly in focus.	Hopeful – maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; and helps followers to see a way through chaos and complexity.
Preaching and Worship Leadership: Is a consistently effective preacher and worship leader; is able to inspire from the pulpit; communicates a clear and consistent message through sermons that are carefully prepared and artfully delivered; projects the identity and character of the congregation through worship leadership presence.	X Spiritual Maturity: Shows strong personal depth and spiritual grounding; demonstrates integrity by walking the talk and by responding with faithfulness of purpose; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology.
Lifelong Learner – individuals who use every experience in life as a potential tool for growth; one who pursues continuing education; and those who build on strengths and seek assistance to improve weaknesses.	Teacher – creates learning environments where students are active participants as individuals and as members of collaborative groups; designs lesson plans that teach concepts, facts, and theology; effectively uses multiple learning tools to reach a wide variety of learners; revises instructional strategies based upon ministry/organization context.
COMMUNICATION	
Communicator - Advances the abilities of individuals and the organizations through active	Bilingual – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.



	listening supported with meaningful oral and written presentation of information.		
X	Public Communicator - Demonstrates a comfortable ease when speaking in a variety of settings (both small and large groups); is effective at addressing a variety of topics; can get messages across with the desired effect.		Media Communicator: Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)
	Technologically Savvy - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.		
ORGANIZATIONAL LEADERSHIP			
	Advisor – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.		Change Agent – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.
X	Contextualization – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.	X	Culturally Proficient – having solid understanding of the norms, values, and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.
	Externally Aware - identifies and keeps informed of the polity of the church and/or the organization; maintains current with laws, regulations, policies, procedures, trends, and developments both internally and in the larger society.		Entrepreneurial - leaders that are creative in using resources; identifies opportunities to develop; is willing to take risks, initiates actions that involve a deliberate risk to achieve a recognized benefit or advantage.
	Risk Taker – persons with the ability to take appropriate risk to accomplish needed goals; one who thinks outside the box and who is not afraid of challenging the status-quo.		Task Manager - Assures that effective controls are developed and maintained to ensure the integrity of the organization; holds self and others accountable for rules and responsibilities; can be relied upon to ensure that projects within areas of specific responsibility are completed in a timely manner and within budget; and monitors and evaluates plans, focuses on results and measuring attainment of outcomes.
	Willingness to Engage Conflict: Steps up to conflicts, seeing them as opportunities; reads situations quickly; good at focused listening; can identify common ground and elicit cooperation from others in crafting mutual solutions.		Decision Making: Makes effective decisions, balancing analysis, wisdom, experience, and judgment; is aware of the long-term implications of choices made; is generally regarded as offering solutions and suggestions that are correct and effective.
X	Organizational Agility: Is astute about how congregations and/or organizations work; knows how to get things done through formal and informal channels; understands the importance of supporting good policy, practice, and procedure;	X	Strategy and Vision: Sees ahead clearly, keeping focused on the larger picture; can anticipate future consequences and trends accurately; is future oriented; casts a compelling and inspired vision for a preferred future; sees possibility; crafts breakthrough strategies.



	appreciates the power in the culture of a congregation; is politically savvy.		
	Financial Manager – deliver results by maximizing organizational effectiveness and sustainability through the best use of available financial resources; allocates and manages finances transparently; implements strategies to achieve operational efficiencies and value for money; puts in place rigorous and comprehensive financial accountability systems.		Funds Developer – maintains the ability to solicit donations used to fund the budget of the organization; effectively expresses the needs for funds to potential donors; responsible for adding new potential donors to the organization's contact list; prepares statement of planned activities and enlists support for mission initiatives.
	Collaboration: Has a natural orientation toward getting people to work together; shares wins and successes; fosters open dialogue; lets people finish and be responsible for their work; creates strong feelings of belonging among group members; is a good judge of talent and can accurately assess the strengths and limitations of others.		
INTERPERSONAL ENGAGEMENT			
	Interpersonal Engagement - Displays a consistent ability to build solid relationships of trust and respect inside and outside of the organization; engage people, organizations, and partners in developing goals, executing plans, and delivering results; use negotiation skills and adaptability to encourage recognition of joint concerns, collaboration, and to influence the success of outcomes.	X	Bridge Builder – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
X	Motivator - Creates and sustains an organizational culture which permits others to provide the quality of service essential to high performance. Enables others to acquire the tools and support they need to perform well; and influences others toward a spirit of service and meaningful contributions to mission accomplishment.		Personal Resilience: Learns from adversity and failure; picks up on the need to change personal, interpersonal, and leadership behaviors; deals well with ambiguity; copes effectively with change; can decide and act without having the total picture; comfortably handles risk and uncertainty; seeks feedback; expresses personal regret when appropriate
	Initiative: Demonstrates ambition is highly motivated; is action oriented and full of energy for things seen as challenging; seizes opportunity; pushes self and others to achieve desired results.	X	Flexibility - Adapts behavior and work methods in response to new information, changing conditions, unexpected obstacles, or ambiguity; remains open to new ideas and approaches; and works concurrently on related and conflicting priorities without losing focus or attention.
X	Self-Differentiation: Demonstrates strong and appropriate personal boundaries in relationships; has a healthy appreciation of self, without being egotistical; is emotionally mature; can maintain a less- anxious presence in the midst of turmoil; is not overly dependent upon outside affirmation; works to build a strong personal support system.		



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

See Effective Salary Definition at [Board of Pensions](#).

Minimum **Effective** Salary: \$85,000

Maximum **Effective** Salary: \$100,000

Housing Type

Manse

Housing Allowance

Open to Either (Manse or Housing Allowance)

Not Applicable (*For Non-pastoral Positions Only*)

***EQUAL EMPLOYMENT OPPORTUNITY**

The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is, therefore, no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than stated in this Constitution. (F-1.0403)

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

Has the Pastor Nominating Committee and Search Committee affirmed its intention to follow the Form of Government in this regard?

Yes

No



REFERENCES (Limit 3)

Below, please list three persons who know your congregation. You might list your Presbytery leadership, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Name: Rev. Valencia Norman
Address: First Presbyterian and Trinity Church, 111 Irvington Ave., So. Orange, NJ 07079
Phone Numbers 201 404-6935
Relation Pastor
E-mail rev.fptchurch@gmail.com

Name: Rev. Maria Santos
Address: 11-02 Bellair Ave., Fair Lawn, NJ 07410
Phone Numbers: 201-796-0879
Relation: Pastor
E-mail: email: mesanta0813@gmail.com

Name: Rev. Barbra Smith
Address: 192 Broad St., Bloomfield, NJ 07003
Phone Numbers:
Relation: Newark Presbytery EP
E-mail: revdocbsmith@gmail.com

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

Name Rev. Ron Thompson
Address 866 Odonnell Ave.
City_ Scotch Plains State NJ Zip Code 07076
Preferred Phone 908 477-4706
Alternate Phone 908 686-1028
E-mail Address for PNC Communications (required): novnor@ourlook.com



ENDORSEMENTS

Pastor Nominating Committee/

Search Committee _____ Date _____

Signature

Clerk of Session _____ Date _____

Signature

Presbytery _____ Date _____

Signature
