

CHURCH PROFILE FORM
Reformed Church in America

The Church Profile Form has three purposes:

- 1) It is useful as a self-study document. It helps a consistory to look at the ministry of its congregation and determine the direction and kind of leadership needed for the chapter of ministry immediately before it.**
- 2) It is helpful to the Office of Ministry and Personnel Services and Synod Executives as they match the material contained with the priorities and gifts of potential candidates.**
- 3) It helps potential candidates decide whether or not they wish to be considered.**

This form should be filled out by the Consistory, or, if delegated to a committee, the answers should be received by the Consistory before they are sent to the Office of Ministry Services. Some of the data is available in the annual reports each Consistory makes to Classis. It is important that answers be factual or the result of a consensus of Consistory opinion and not representative of the views of only one or two people.

Send the completed form, email preferred, to:

Elaine Tetreault
Office of Ministry Services
Reformed Church in America
475 Riverside Drive
New York, New York 10015
Telephone: 212-870-3252
[**etetreault@rca.org**](mailto:etetreault@rca.org)

Helpful Hints for this form...

- To move to the next field, hit TAB.
- To move the cursor to a desired field, left click on it with the mouse.
- To mark (x) in a box, left click with mouse.
- Hitting ENTER will move the cursor to the next line but keep you in the same field (essay questions)
- Spell check is not available in this format.
- Bold, italics and underline are not available in this format--use quotation marks instead for emphasis.
- The form will "paginate" itself as you complete it.
- If at any time you cannot include information important to you because of the "form field", please continue to complete the question on a separate page. Make sure to reference the question number!

Revised May, 2008

CHURCH PROFILE FORM

Reformed Church in America

Today's Date: 14/3/2008

Position to be filled: Pastor

CHURCH INFORMATION

1. Name of church: Woodgrove Christian Community Church

(Lantzville Heritage Church)

Church Web page: <http://homewithgod.com/heritagechurch/>

2. Mailing address:

Box 41, Lantzville, British Columbia. V0R 2H0
Street

City / State / Zip Code

Telephone: (250) 390-3679

E-Mail address: helen.k@shaw.ca

3. Classis: British Columbia

4. Classis Supervisor: Rev. Bill Hudson

Address:

577 Alder Street

Street

Qualicum Beach, British Columbia. 913

City / State / Zip Code

Telephone: (250) 752-4770

E-Mail address: Bjhudson@telus.net

5. Chair of search committee: Helen Konetzka

Address:

1248 Marina Way,

Street

Nanoose Bay, British Columbia. 991

City / State / Zip Code

Telephone: (250) 468-7990

E-Mail address: helen.k@shaw.ca

6. Membership:

Time of worship	Five years ago	Today
Active Confessing Members	22-24	39
Inactive Confessing Members		

Comment on significant changes:

During the past year we have had 12 new members

Age of all active members (baptized and confessing)

%	0-20 years old
5 %	20-34 years old
5 %	35-49 years old
26 %	50-64 years old
64 %	65 years and older

7. Racial/Ethnic composition of congregation:

%	Asian
%	Hispanic
%	African American
100 %	Caucasian
%	Other: (please specify)

WORSHIP/EDUCATION INFORMATION

8. Worship schedule:

Average Attendance (includes adults and children)

Time of worship	Average attendance Five years ago	Average attendance Today
10:00 am <input checked="" type="checkbox"/> pm <input type="checkbox"/>	29 regular attenders	40 regular attenders
am <input type="checkbox"/> pm <input type="checkbox"/>	plus 2-5 guests per Sunday in 2003	plus 2-3 guests per Sunday in 2007
am <input type="checkbox"/> pm <input type="checkbox"/>		
am <input type="checkbox"/> pm <input type="checkbox"/>		
am <input type="checkbox"/> pm <input type="checkbox"/>		

Comment on significant changes:

Our Church is growing as we had 12 new members last year in 2007.

9. Please indicate the title and publisher of the hymnal(s) used in worship:

The Hymnal for Worship and Celebration - Word Music 1986

We also use an over head projector for Pre-service, Children's songs and Summer services (CCL1 licenced)

(Please attach bulletin of a typical service. If the service is different in the summer, please also enclose a bulletin used during the past summer.)

10. Describe a typical worship service (order of worship, music, etc.) What is your congregation's preferred style or styles of worship?

- 1. Pre-service singing(9:45 am) of contemporary songs and choruses**
- 2. Greetings: Birthdays or anniversaries/Announcements/Passing of peace**
- 3. Gathering song/Call to Worship/Prayer of Approach/Hymn of Praise**
- 4. Confession of Sin/Kyrie Eleison/Assurance of Pardon/Reminder of God's Law**
- 5. Chuckle Time/Children's Song and story/Children go for Sunday School**

- 6. Congregation shares joys and concerns/ Prayer song/ Pastoral prayer.**
- 7. Scripture/Message/Commissioning Hymn/ Prayer/ Benediction.**

FINANCIAL INFORMATION

11. Financial Information:

	Five Years Ago	Today
Total spent for congregational purposes	\$74,906.29	\$62,591.70
Total contributed to benevolences	\$593.00	\$2,239.00

Percentage of total budget contributed by living donors:

100-90 %	<input checked="" type="checkbox"/>
75-89 %	<input type="checkbox"/>
60-74 %	<input type="checkbox"/>
45-59 %	<input type="checkbox"/>
44 % or less	<input type="checkbox"/>

(Please include a copy of your annual budget)

12. Congregational Giving:

Number of those whose annual contribution is:

\$100 or less	15
\$101-\$500	12
\$501-\$1,000	10
\$1,001-\$1,500	13
\$1,501-\$2,000	2
\$2,001-2,500	1
\$2,501-\$3,000	2
\$3,001 and over	3

13. Financial assistance: Do you receive financial assistance beyond the congregation? (rents, etc.) Yes No

If yes, amount received last year: \$ 3938.00

List other fundraising programs that support the church:

Plant and Garage Sale (Spring/Fall)

We organize and run the Nanaimo Professional Craft Fair

MINISTRY INFORMATION

14. What is the stated mission, vision or purpose of your congregation?
 Our vision is to develop an exciting intergenerational community of committed Christians from spiritually homeless people who will learn, laugh and lift each other in the life changing love of God and who being strengthened in the power of the Holy Spirit will serve greater Nanaimo as a light to our world through the Grace of Jesus Christ.

15. What specific ministry goals have been developed from your mission and vision statement for the next five years?
 Our goals for 2008 (are stated on the attached sheet "Through the Gate in 2008") We are currently working on our long term goals with Rev. John Kapteyn through "Vision Renewal." AT this time we have determined that our greatest strengths as a congregation are worship, prayer and fellowship We would like to improve on evangelism, equipping and programming.

16. What leadership roles do women currently fill in your church?
 We have gender equality in our church. Women are fully involved in all of the ministries of the church such as elders, deacons, treasurer, Sunday School, Music ministry, Bible studies and seminars etc.

17. What new program or outreach ministry expansion do you hope to provide in the next five years? Include long range or strategic plan.
 We are still in the Visioning Process but we would like to expand our programming to reach more of the unchurched (target groups such as children and youth)

**18. Church/Sunday School:
 Average Attendance**

Average attendance Five years ago	Average attendance Today
1-2	6+

Comment on significant changes:

One year ago 10+ Attendance of our older students has gone down because of part-time jobs and activities such as soccer.

19. Children’s program/organizations: (Describe briefly educational curricula being used, including ages)

We have two Sunday School Classes both using lesson material from Woodlake Publishing Inc. Kelowna, British Columbia.

20. Young people’s program/organizations: (Describe briefly, including ages)
We don't have any at the moment but we would like to develop some.

21. Adult education program: (Describe briefly)
(We have several seminars and studies)

- 1. Bible Study: we focus on a particular book or area of the Bible such as " The Exodus Experience."**
- 2. Alpha**
- 3. Membership Class usually held once a year leading up to Easter.**
- 4.Seminars such as Prayer/Grief/Golden Years/Boundaries/"felt needs"**

22. Adult groups/organizations: Briefly describe ministry purpose of each group. (use separate sheet if necessary)

Name of group	Frequency of Meeting (i.e. weekly, bi-monthly, etc)	Attendance
RC Women's Group	once a month	12-15+
Men's Group	once a month	12
Prayer Ministry	once a week	6-8+
Prayer and Healing Service	once a month	10+
Choir (Heritage Chorus)	once a week	10+
Waist Watchers	once a week	5-6

23. Comment on one event or experience over the last year that has significantly contributed to the spiritual life of the congregation.

We have a great emphasis on prayer in our congregation. During the past 6 months we have been meeting weekly. We have also started a Prayer and Healing Service monthly. We also have Prayer Chains and Joys and Concerns in our Sunday Service. A Prayer Box was also added for specific requests from Sunday School and the rest of the congregation. We feel that through this emphasis on prayer we have deepened our walk with the Lord and opened ourselves even more to the power of the Holy Spirit. It is also helping us through this time of transition.

BUILDING INFORMATION

24. Buildings: Please describe church-owned or rented buildings and purpose.

We have rented Lantzville Heritage Church for seven years. We have a sanctuary that seats approx. 100 people. There is a downstairs area with a kitchen/bathrooms with a larger area where we can hold congregational events, meetings and Sunday School. We have handicapped accessible entrances.

25. Are your buildings adequate for your present program? Yes No

If no, please explain:

As we grow we realise that in the coming years we will probably need to seek a larger building.

26. Do you plan any capital expenditure during the next five years? Yes No

If yes, please explain briefly:

We will probably have to start a building fund.

		Male <input type="checkbox"/>	Female <input type="checkbox"/>		
		Male <input type="checkbox"/>	Female <input type="checkbox"/>		
		Male <input type="checkbox"/>	Female <input type="checkbox"/>		
		Male <input type="checkbox"/>	Female <input type="checkbox"/>		

CONGREGATION INFORMATION

31. In our congregation...(please check appropriate box)

	Few have...	Many have...	Most have...
Had up to twelve years of formal education	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Had some education beyond high school	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
A college degree	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A graduate degree	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

32. In our congregation...(please check a box)

	Few are...	Many are...	Most are...
Scientists & Engineers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Farmers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business People	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Students & Teachers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Industrial Workers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Office Workers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

EXPECTATIONS AND REQUIREMENTS OF MINISTER

33. Choose up to six of the following activities of the Christian ministry that you consider to be most important as you look to the immediate future of your congregation. (Number them in order of preference.)

	Choose six in order of importance
Church Administration	
Small Groups	
Pastoral Calling	5
Ministry to Families	6
Children's Work	
Staff Administration	
Youth Ministry	
Spiritual Leadership	2
Adult Education	
One-on-One Evangelism	
Preaching	1
Membership Growth	4
Community Involvement	
Conducting Worship	3
Pastoral Counseling	

**34. What are the specific ministry gifts that you need in your next pastor in relating to these activities?
Preaching/ Spiritual Discernment/Evangelism/ Pastoral Care**

**35. Special training/experience desired: (Describe briefly)
Solid Reformed theology/ Classical ecumenical biblical interpretation.
(not ultra-conservative nor ultra-liberal)**

**36. Languages:
Should your pastor be fluent in any language other than English? Yes No
If yes, please give language(s) and check appropriate box?**

Language	Helpful	Essential	Primary Language
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPENSATION, BENEFITS, AND MINISTRY EXPENSES

**37. The salary we are prepared to offer our new pastor is \$
The average annual increase to our pastor over the past three years was \$0**

**38. Is a parsonage provided? Yes No
If so, is it on site with the church? Yes No**

If the parsonage is not on site with the church, how far from the church is it located?

39. Parsonage: Describe Style

Split Level	<input type="checkbox"/>	
Two-Story	<input type="checkbox"/>	
Ranch	<input type="checkbox"/>	
Other	<input type="checkbox"/>	
Number of Bedrooms		
Number of Bathrooms		

40. What plans, if any, are in place for the renovation and/or redecorating of the parsonage?

**41. The benefits/business expenses we will provide our pastor are:
(Please check those provided or give amount as requested.)**

Base Salary	\$0.00
Housing Allowance	\$14000.00
Parsonage provided? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Travel Reimbursement	\$4500.00
Social Security (Amount)	\$1562.00
Book Allowance (Amount)	\$0.00
Continuing Education Allowance (Amount)	\$674.00
Provision for Sabbatical	\$
Other (Specify Below)	\$
TOTAL	\$69149.00

- Yes No **Pension**
 Yes No **Major Medical Insurance**
 Yes No **Health/Hospital Insurance**
 Yes No **Life Insurance**
 Yes No **Dental Insurance**
 Yes No **Unemployment Insurance**
 Yes No **Disability Insurance**

Annual Vacation (Number of Weeks) 4 weeks

Necessary Comments regarding above:

Is a Minister's Housing Allowance in lieu of a parsonage a negotiable option? Yes No

COMMUNITY INFORMATION

42. Community served: (please check one)

Rural: Under 2,500	<input type="checkbox"/>
Town: 2,500-9,999	<input type="checkbox"/>
Small City: 10,000-49,000	<input type="checkbox"/>
Metropolitan-Suburban: 50,000+	<input checked="" type="checkbox"/>
Metropolitan-Urban: 50,000+	<input type="checkbox"/>
Metropolitan-Inner City: 50,000+	<input type="checkbox"/>
Other:	<input type="checkbox"/>

43. **Cooperative ministry: In what ways have you cooperated with other churches in your community during the past year?**

World Day of Prayer

Remembrance Day

Our Pastor is part of Nanaimo Ministerial

44. **Identify what makes your church uniquely attractive to people in your community.**

We are intergenerational with traditional and contemporary music.

We are an historical heritage church.

We are a very friendly church always making new comers feel welcome

45. **Community involvement: In what community programs or projects have you participated during the past year? (As an organization, not as individuals.)**

-We have a Spring and Fall Garage Sale which is well attended by the community.

-We organize the Nanaimo Professional Craft Fair annually.

-Our church hosts the Lantzville Minetown Days each year.

-Our church facilities are used by AA/ Children's Day Camp by Kidz Kompany in the Summer and Professional Development Days.

-Our church supports Community events such as weddings/funerals.

46. **Describe changes currently occurring in the community in which your congregation ministers and identify ways God is acting among you to meet these new challenges.**

Lantzville and greater Nanaimo continues to grow. Many families and retired people moving in.

47. What denominations or religions are present within three miles (in rural areas, consider the county) where your church is located?

**Anglican
 Maranatha 4 Square
 Woodgrove Meeting Place
 Trinity United and Catholic Ecumenical Centre**

48. Outreach: What percentage of the persons who live within a mile of your church are un-churched, and what is your strategy to reach un-churched people in your community?

Most of the community and we would like to minister to their needs.

49. The income level of the people in our congregation tends to be: (please check one)

<input checked="" type="checkbox"/>	About average for our community
<input type="checkbox"/>	Somewhat below the rest of the community
<input type="checkbox"/>	Somewhat higher than the rest of the community

50. Describe the community and school system:

OTHER INFORMATION

51. Record of last three pastors:

Name	Dates
Pastor Lez Clark	1989 to 2008
	to
	to

52. Are there any particular minister's profiles you wish to have sent? (Up to five profiles will be sent at a time. You may request replacements.)

Name

53. Please indicate if there are any special preferences based on gender, age, race, or national origin in consideration of persons' profiles that may be sent:

No basis for preference

Please consider the following factors that we believe require consideration:

We would like someone who is willing to minister to an intergenerational church and will accept traditional and contemporary music. We would also prefer someone who is young and able to minister over a long period of time.

54. Please complete your profile with the following contacts:

Name	
Helen Konetzka	Vice President, Consistory
William Hudson	Classis Supervisor