



**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 21210

Ministry Name Caldwell Presbyterian Church

Mailing Address 1609 East 5th Street

City Charlotte State NC Zip Code 28204

Telephone Number 704-334-0825 Fax Number 704-334-7294

Email sherlong@caldwellpresby.org

Web site www.caldwellpresby.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 175

Church School Attendance 40

Church School Curriculum Varied. We use Godly Play for our preschool class and Deep Blue in the older children's class. Adult classes use various curricula and commentaries on scripture and current events.

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.

1 American Indian or Alaska Native

 Asian

20 Black or African American (African Native, Caribbean)

 Hispanic Latino/Latina, Spanish

 Middle Eastern

 Native Hawaiian or Other Pacific Islander

79 White

Other 20% LGBT; less than 1% Asian; and less than 1% Hispanic

Presbytery Charlotte Synod MidAtlantic

Community Type (select one)

 College

 Rural

 Suburban

 Small City

 Town

Urban

 Village

 Recreation

 Retirement

 N/A

Clerk of Session Contact Information:

Name Jonathan Hardin

Address 2966 Caldwell Ridge Parkway

City Charlotte State NC Zip Code 27896

Preferred Phone 704-502-7896 Alternate Phone



E-mail Jonathan.f.hardin@gmail.com

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)
2-5 years	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		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		
	Synod Executive		



	Mid-Council Program Staff		
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You may also specify the position title (if appropriate) Associate Pastor

***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 Interim Executive Presbyter Training
Certified Christian Educator Certified Business Administrator
Certified Conflict Mediator Clinical Pastoral Education Training
Other Master of Divinity, Ordination as a Minister of Word and Sacrament in the PC/USA

Language Requirements

English Spanish Korean French
 Arabic Armenian Creole Portuguese
 Japanese Russian Swahili Burmese
 Cambodian Indonesian Laotian Thai
 Vietnamese Taiwanese Cantonese Mandarin Chinese
 Twi Sign Language Other

Statement of Faith Required Yes No

Mission Statement

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

We seek to build a diverse, intentional, affirming community animated by joyful worship and called forth into social action for service to the greater good.



We seek to hear God’s call not only as individuals but also as a progressive, missional community striving to reflect the Kingdom of God in the here and now.

We embrace the rich history of the Reformed Tradition and the storied past of our once-prominent, center-city church, as we welcome a diverse, urban community of seekers – young and old, gay and straight, rich and poor, of all races and ethnicities.

We are called in to meaningful, transformative community that values the unique blessings and perspectives of each member and offers a place of welcome and healing to weary souls.

We seek dynamic servant leaders who serve humbly, embrace change, and boldly challenge injustices in the wider community.

Most important, we seek to proclaim the Gospel in both word and deed, following the life and teaching of Jesus Christ, our Lord and Savior.

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.

God is doing a “new thing” at one of Charlotte’s historic urban churches.

Established in 1912, Caldwell Presbyterian Church has embraced its call to be a diverse, progressive, and missional congregation centered on community, social justice and advocacy. After dwindling to the point of voting to close its doors in 2006, Caldwell experienced a rebirth as a warm, diverse, vibrant, and spirited community of over 350. We love joyful worship. We love being the hands and feet of Christ in our community. We seek to “look at what breaks God’s heart in our neighborhood and city, and then act.” And we welcome all – young and old, gay and straight, rich and poor, believers and seekers from many faith backgrounds and of all races and ethnicities.

We minister to our congregation through fellowship opportunities such as adult and children Sunday School, a women’s retreat, Pints and Paths discussion groups, Bible study groups, our choir and mission trips for adults and youth. We have formed community partnerships such as the establishment of a coffee shop with QC Family Tree and Enderly Coffee to provide opportunities for marginalized youth.



We participate in interfaith groups such as Mecklenburg Ministries, Charlotte Coalition for Justice and Elizabeth Communities of Faith. We also strive to be effective stewards of our building. Formerly we hosted a women's homeless shelter and a bilingual preschool. Our campus is now home to Hager International, End Slavery Charlotte and the 24/7 Prayer Room.

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

Caldwell is an urban church, reborn in 2006. We serve 280 adult members, 50 youth/children and 50 active "friends." It is a multicultural community of believers who intentionally seek ways to be a church community of faith, hope, love, and justice. As the body of Christ, we bear witness in the community through outreach that includes Habitat for Humanity; Buddy/Mentor; McCreesh Place; participation in Charlotte PRIDE and MLK parades. Recent activities demonstrate how we feel called to address the emerging needs of our community. Seeking to counter emotions with facts and productive plans for action, we hosted forums on our schools' demographics and the effects of hyper-segregated schools. Stunned by nationwide shootings that revealed racial fears and divisions, we participated in conversations for healing and interfaith services for reconciliation. Learning more about the pain and physical injury suffered by LGBTQ youth, we reached out to Time Out Youth to see how our church could help minister to homeless LGBTQ youth. Recognizing a need for community building and seeking to practice radical hospitality, we transformed some of our space into housing for homeless women. This ministry grew with a significant portion of our congregation sharing their time, talent, and resources over a 3-year period.

Caldwell is a community of love where sin is forgiven, reconciliation is accomplished and the dividing walls of hostility are torn down. We, Welcome ALL, as Christ welcomed ALL.

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

The person whom God has called to serve as Caldwell's Associate Pastor will enthusiastically embrace all aspects of our Mission Statement. They will bring a unique set of experiences, and a personal/cultural identity that will add depth to the pastoral leadership team and to the entire Caldwell community.

The AP will take a lead role in expanding our capacity to respond compassionately to the growing need for pastoral and congregational care.

Through soul-stirring prayer, thoughtful liturgy, and sermons that are carefully crafted and effectively delivered, the AP will help create worship experiences that enlighten, inspire, and bring worshippers closer to God.



The AP will join us in extending a warm welcome to all who walk through Caldwell's doors. The AP will have the ability to make others feel comfortable whether the interactions take place on the Caldwell campus or in a wide variety of community settings.

Communication is essential to building internal and external relationships. Some of this communication will occur through the use of social media so basic technology skills will be important. The AP will use their strong interpersonal skills and ability to motivate others to engage individuals into the life of the church, as well as to serve as the hands and feet of Christ in Caldwell's mission and justice work. The AP will also nurture both spiritual development and leadership potential to help members identify their personal gifts and opportunities to serve.

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

First and foremost, the successful candidate will effortlessly display a love of Christ and concern for others in their daily walk. The person called to serve in this position must also be able to provide compassionate support and encouragement to members in their most trying times. It is equally important that they are able to take care of their own personal, emotional and spiritual wellness.

We are looking for an AP who comes to us with a solid theological foundation, but also recognition that each day offers an opportunity to learn more and grow personally as well as professionally. The AP should be comfortable with a range of worship styles and practices, as we often try new ideas and approaches in worship.

Caldwell values and seeks to increase the diversity of our congregation. It is essential that the AP have personal experiences successfully interacting with people from a wide range of backgrounds and cultures. They must appreciate each individual as a gift from God, and understand that we are all influenced by our past and the larger society. The AP must be willing to learn from others and challenge deeply held assumptions. It is especially important that the AP be capable of helping groups and individuals find common ground and work together for the good of the congregation and the effort to fulfill our mission. They should be a natural bridge-builder who can help create a safe and comfortable space for the expression of different perspectives and opinions.

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

Broadly the AP will collaborate with the Senior Pastor, staff and lay leaders of the church. The following specific responsibilities of the AP are directly aligned with the church's goals:

Congregational Care - This will be one of the key roles of the AP. It includes counseling and ministry to



the sick and grieving. The role also requires assisting the SP with weddings, baptisms and funerals. This role comprises up to ½ of the AP's work.

Worship – The AP will collaborate with the SP and Worship Committee to plan and participate in Sunday services, including preaching about once/month.

New Member Discovery & Engagement - This role requires the engagement of the AP with newcomers and new members of the church to ensure they are properly integrated into the Body and are encouraged to find their service calling at the Church. The AP will support people's engagement with Caldwell through their time, talent and treasure.

Community Outreach - The AP will be an ambassador for Caldwell who will share the story of Caldwell as we intentionally seek to expand our diversity and welcome to all.

Mission and Justice - This role is shared with the SP and Lay Leadership. It includes identifying ways the church can serve the community and providing support for its on-going mission and justice work.

IT and Social Media Communication – The AP will demonstrate comfort and skill with digital and social media as regular channels of communication and outreach to members and the community.

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)

www.caldwellpresby.org

<https://www.facebook.com/caldwellpresbyterian/>

<https://www.facebook.com/groups/42609513166/>

<https://youtu.be/oYDnVaveFPk>



***LEADERSHIP COMPETENCIES**

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

THEOLOGICAL/SPIRITUAL INTERPRETER			
X	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.	X	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.
X	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			
X	Communicator - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.		Bilingual – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.
	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.)
X	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.
	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.
	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; appreciates the power in the culture of a congregation; is politically savvy.		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.
	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.
X	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		
X	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.	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.
	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.	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 \$ 52,000 Maximum *Effective* Salary _____ \$ 62,000

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 The Reverend Dr. Rodney Sadler _____

Address 5141 Sharon Road, Charlotte, NC 28210 _____

Phone Numbers 919-225-8185 _____

Relation community partner _____

E-mail Rsadler@upsem.edu _____

Name The Reverend Pen Peery _____

Address First Presbyterian Charlotte, 200 West Trade St., Charlotte, NC 28202 _____

Phone Numbers 704-941-0884 _____

Relation pastor of sister church _____

E-mail ppeery@firstpres-charlotte.org _____



Name Liz Clasen-Kelly

Address Men's Shelter of Charlotte, PO Box 36471, Charlotte, NC 28236

Phone Numbers 704-216-4995

Relation city mission partner

E-mail Liz.Clasen-Kelly@MensShelterofCharlotte.org

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

Name Margaret Haynes and Azu Nwadei (co-chairs)

Address c/o Caldwell Presbyterian Church, 1609 East 5th St.

City Charlotte State NC Zip Code 28204

Preferred Phone 202-258-2303 /704-293-4566

Alternate Phone _____

E-mail Address for PNC Communications (required): APNC@caldwellpresby.org

ENDORSEMENTS

Pastor Nominating Committee/

Search Committee _____ Date _____

Signature

Clerk of Session _____ Date _____

Signature

Presbytery _____ Date _____

Signature