

MINISTRY SITE PROFILE
Advent Lutheran Church

New York, NY

Completed:



Evangelical Lutheran Church in America
God's work. Our hands.

The Ministry Site Profile (MSP) is intended for use by congregations and church-related organizations that are seeking to call an ordained or lay rostered minister of the Evangelical Lutheran Church in America, or a First Call candidate for rostered ministry. Congregations must complete the entire MSP. Church-related organizations may, with the concurrence of the synod bishop, complete only the required sections (Part I, III and IV). Once complete, this form is submitted electronically to your synod bishop for review and posting to the "Current Openings" listing on the ELCA website (www.ELCA.org/call).

Summary Description

Advent Lutheran Church, a vibrant and progressive congregation on Manhattan's Upper West Side, is seeking a Senior Pastor to lead us in doing God's work in one of the world's most exciting and challenging cities. We seek a pastor with vision, insight, and compassion, who will inspire us to harness our gifts and respond to Christ's call for the radical inclusion of, and service to, our neighbors, locally and worldwide.

PART I: WHO WE ARE

Name and Location

CONGREGATION

CONGREGATION/MULTIPLE POINT PARISH/ ORGANIZATION

Advent Lutheran Church

NAME

03825

CONG ID

New York, NY, 10025

CITY, STATE, ZIP

US

COUNTRY

Metropolitan New York Synod (7C)

SYNOD

Congregation - Organized

TYPE OF MINISTRY SITE

1900

YEAR ORGANIZED

Large city (250,000 or more)

SIZE OF COMMUNITY

Contact Information

Ministry Site (preferred contact information)

2504 Broadway

ADDRESS LINE 1

New York, NY, 10025

CITY, STATE, ZIP

US

COUNTRY

pastorann@adventnyc.org

E-MAIL

www.adventnyc.org

WEB SITE

(212) 665-2504

PHONE

(212) 222-3827

FAX

Chairperson of Congregation or Head of the Organization

Damaris Maclean

NAME

251 West 92nd Street Apt. #4B

ADDRESS LINE 1

New York, NY, 10025

CITY, STATE, ZIP

US

COUNTRY

(917) 282-0260

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(917) 282-0260

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councilpresident@adventnyc.org

E-MAIL

Chairperson of Call or Search Committee

David Richards

NAME

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US

ADDRESS LINE 1

ADDRESS LINE 2

CITY, STATE, ZIP

COUNTRY

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(212) 957-8969

(917) 207-4665

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david@richardscliman.com

E-MAIL

Demographics

Language Spoken

In the congregation/ organization

English

Spanish

PRIMARY LANGUAGE

SECOND LANGUAGE

THIRD LANGUAGE

In the surrounding community

English

Spanish

PRIMARY LANGUAGE

SECOND LANGUAGE

THIRD LANGUAGE

Race/ Ethnicity (In the Congregation)

Caucasian (45%)

Hispanic (35%)

African American (10%)

Other (10%)

LARGEST

SECOND

THIRD

FOURTH

COMMENTS OR EXPLANATION

The "Other" category includes Asian and Multi-Racial people.

Race/ Ethnicity (Surrounding Community)

Caucasian (35%)

Hispanic (30%)

African American (25%)

Asian / Pacific Islander (10%)

LARGEST

SECOND

THIRD

FOURTH

COMMENTS OR EXPLANATION

Gender comparison

50%

50%

MALE

FEMALE

Age distribution

15%

10%

30%

30%

15%

19 YEARS OR YOUNGER

20 - 34

35 - 49

50 - 65

OVER 65

Number of Paid Staff

2

0

5

1

5

2

CLERGY

LAY ROSTERED

OTHER LAY PROFESSIONALS

SECRETARIAL SUPPORT

CUSTODIAL SUPPORT

OTHER

Congregational Information

151 - 250

76 - 100

Single site



AVE WEEKLY WORSHIP ATTENDANCE	AVE ATTENDANCE IN CHRISTIAN EDUCATION	PARISH TYPE	
50%	20%	15%	15%
1/2 MILE OR LESS	1/2 - 1 MILE	1 - 3 MILES	MORE THAN 3 MILES

Distance members live from church facilities:

Community Type

- | | | |
|--|--|-------------------------------------|
| <input type="checkbox"/> Bedroom community | <input type="checkbox"/> College or University | <input type="checkbox"/> Farming |
| <input checked="" type="checkbox"/> Inner City | <input type="checkbox"/> Mining/logging | <input type="checkbox"/> Ranching |
| <input type="checkbox"/> Industrial | <input type="checkbox"/> Resort | <input type="checkbox"/> Retirement |

Budget of the Congregation/ Organization

2015

\$682,199

TOTAL BUDGET FOR THE LAST FISCAL YEAR

\$52,330

MISSION SUPPORT TO THE ELCA/ SYNOD FOR THE LAST FISCAL YEAR

LAST FISCAL YEAR

\$0

TOTAL DEBT OF THE CONGREGATION/ ORGANIZATION AT THE END OF THE LAST FISCAL YEAR

\$920,617

TOTAL SAVINGS, RESERVES, ENDOWMENT AT THE END OF THE LAST FISCAL YEAR

PART II: OUR VISION FOR MISSION

Trends in the Community Context of the Congregation or Organization

Characteristics:

Write a description of your community in terms of socio-economic status, demographics, primary areas of employment and lifestyle. The Demographic ZIP Code report for your primary ZIP codes may be helpful.

Manhattan's Upper West Side is an ethnically diverse community with a long-standing tradition of providing public housing and social services in the midst of elegant pre-war buildings. Today the neighborhood's new arrivals trend ever more toward affluence. Looking out from our front steps, you'd have an almost equal chance of seeing a parent with a stroller, a person who is homeless, or an A-list celebrity. Traditionally, the Upper West Side has a reputation as a cultural and intellectual stronghold of NYC. A predominantly liberal, urbanist spirit prevails even as more well heeled residents renovate brownstones and populate the newer, glitzier high-rises.

Trends:

List three changes or trends within the congregation or organization which have occurred in the last three to five years.

- 1. Growth in Latino membership with the addition of a weekly worship service in Spanish led by Pastor Gary Mills.**
- 2. Growth in the number of young families ("traditional" and "non") with more visible presence of children in worship.**
- 3. Increased innovation in the deployment of our gifted pastoral associates, vicars, interns, and multiple part-time staff for ministry leadership.**

Context:

List three ways that the community in which you are located has been challenged by change and transition in the last three to five years.

- 1. Diminishing supply of affordable housing.**
- 2. Loss of small businesses as corporate chains (Whole Foods, Starbucks, Trader Joe's) move in.**



3. Increasingly apparent income inequality among neighborhood residents.

Programs:

Describe your congregation's or organization's current programs for mission and ministry.

- 1. WORSHIP:** Three Sunday services (two in English, one in Spanish led primarily by Pastor Gary Mills); Wednesday worship; Lent and Advent mid-week worship services.
- 2. STUDY:** Sunday adult education and Sunday School; Tuesday night "drop in" Bible studies; Wednesday mid-day Bible studies; seasonal mid-week studies in alternative, small-group settings; confirmation and First Communion; new members class (scheduled as needed).
- 3. MISSION & SERVICE:** Food pantry (monthly grocery distribution); community lunch (free hot lunch served monthly); legal support for immigration issues; Equipo El Salvador (funding and mission trips to our sister congregation Pueblo de Dios in Calderitas, El Salvador); Mission Fund (annual disbursements from endowed fund to outside organizations).
- 4. ARTS & MUSIC:** Advent Chorale (15-20 members, weekly rehearsals September to June); Sunday Singers ("pick up" choir that rehearses before service); Music Mondays (popular community concert series).
- 5. SOCIAL:** Youth group; young adult ("20 and 30-somethings") events; Adventurous Adventonians (primarily 40+); LGBTQ brunches; annual congregational retreat.

See adventnyc.org for more details. This list does not include task forces and committees charged with church management and administration.

Goals:

What are the primary goals of your ministry site (please refer to any Strategic Plan that has been adopted).

A 2012 Strategic Planning Process articulated the following goals for the congregation:

- 1. GROWTH & LEADERSHIP:** Developing leadership infrastructure and building membership. Visible success: Launch of thriving Latino ministry. We are still seeking continued growth (e.g. exploration of additional worship opportunities).
- 2. COMMUNICATION:** Increase visibility, branding, and effectiveness of communication inside and outside the congregation (bulletins, website, social media). Largely complete.
- 3. EDUCATION:** Increase and diversify educational opportunities. In progress.
- 4. SOCIAL ACTION:** Improve our service to local and global neighbors. We will continue to provide legal support on immigration issues. We are seeking expansion and additional funding of our food ministries. We were a leader in the recent ELCA malaria campaign, giving a \$20,000 leadership gift to our synod's campaign to raise \$63,000.
- 5. WORSHIP & MUSIC:** Offer a rich variety of worship and music experiences. We've always been good at this one, within the classical/modern canon. Praise music and contemporary worship modes haven't really clicked yet.

Since completing our Strategic Plan in 2012, we added another goal:

- 6. SPACE PLANNING:** Having recently reached a mutual decision to part ways with a long-term space sharer, a UCC congregation, we have freed up space in our building for ministry uses. We are ready to move ahead with implementing a larger vision for our space with the help of a master plan developed two years ago after extensive research.

Energy:

What is your congregation or organization really excited about right now?

- 1. In 2016 we will regain full use of our church facility. We are excited about developing a capital campaign to enable us to implement our master plan to maximize and upgrade our space for ministry use.**
- 2. The successful launch of the Latino ministry presents more opportunities to reach out to, and integrate, new populations in the life of the church.**



3 The success of our food programs, Music Mondays, and Equipo El Salvador provide great models for building other educational, cultural, and outreach programs.

4. We are always working to improve the Sunday School experience and find ways to involve children in worship as active participants.

Partnership:

How does this congregation or organization see itself as a member and active participant in the Evangelical Lutheran Church in America and the synod?

We are a vigorous partner with the Metro New York Synod and ELCA, maintaining Mission Support even in financially challenging years. We have developed Advent as a training ground for seminarians, and are actively partnering with Lutheran Ministries in Higher Education. We regularly lift up wider church mission initiatives such as ELCA World Hunger and its associated Malaria Campaign, ELCA Disaster Response, LIRS, LWR, and ELCA Outdoor Ministries.



Ministry Site Characteristics

AS A COMMUNITY

	A LOT LIKE US	A LITTLE LIKE US	A LITTLE LIKE US	A LOT LIKE US	
We tend to be formal and programmatic.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	We tend to be informal and spontaneous.
We have clearly defined goals and plans for our future.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We have no stated goals or plans.
We are racially and economically diverse.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We are demographically homogeneous.

OUR LEADERSHIP STYLE

We welcome ideas that are provoking and challenging.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We prefer ideas that are tried and true.
We rely on our leaders for direction.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We rely on group decision-making.
We have learned how to use conflict constructively.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We tend to perceive conflict as something destructive.

OUR PROGRAMMING

Our facilities are often used by community groups.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Our facilities are only used for our activities.
We train people to minister outside our walls.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We train people to minister inside our walls.
We focus on ideas and beliefs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We focus on skills and action.

OUR THEOLOGICAL PERSPECTIVE

We are obviously Lutheran in identify and practice.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We are less obvious about our Lutheran heritage.
We participate in synod and ELCA activities.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We are not very active in the synod and ELCA.
We focus on Biblical studies and doctrine.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	We focus on contemporary issues and topics.



Purpose, Giftedness and Mission

Purpose

How does this congregation or organization understand its reason for being in the light of God's call to mission and service? Who are you? Why are you here?

Through our Lutheran heritage, and recognizing that we— -- and all people— -- are the beloved children of God, created in God's image. Through God's grace, we are called to share God's love with all people—, in service to, , and in community with,, each other.

Giftedness

What are your gifts and resources for fulfilling this purpose? What are the congregation's or organization's top three assets and how are they being used? Are there obstacles that must be overcome to be able to use these gifts and accomplish the mission?

Our top three assets:

1. **PEOPLE:** A very strong core of lay leaders who are energized, experienced, and opinionated (for better or worse). There are many effective lay leadership systems in place, including the council and various committees that handle ongoing church management. Members frequently present local, national, and international mission campaigns that the congregation enthusiastically supports. Our challenge? Breaking out of old ways of thinking and pushing ourselves in new, less obvious directions.
2. **FACILITY & LOCATION:** We have a stunner of a sanctuary located on a vibrant street corner off a major subway stop. We look forward to the opportunity to implement a capital campaign to update some older or weaker aspects of our building, e.g. elevator and air conditioning. We are easy to get to and have a ton of foot traffic stopping in to enjoy the sanctuary. We pack the house for our monthly music program. It's easy to get people in the door at Advent; how can we get them to come back as members?
3. **FINANCES:** Even before we were boosted by some very generous gifts, we had and continue to have a strong history (10+ years) of financial stewardship and some very gifted members who steer our budgeting and investments.

Mission

In light of the way you have described your ministry context in this Ministry Site Profile, what are the top three mission priorities which, if accomplished, hold the most promise for the continued development of this ministry?

The mission priorities that hold the most promise for us are:

1. **GROWTH:** More people means more relationships are being built and more ministry is getting done.
2. **SERVICE:** For years, our food programs distinguished Advent as a congregation that "does good" and "makes a difference." A lot of members come here because they see the work we are doing. Could we be doing more? Increasing and expanding our service outreach would help us grow—as a congregation, and as Christians living out Christ's example.
3. **EDUCATION:** We have a lot of smart people, and we've had a lot of excellent pastors. We want to be known as a place you can come to, regardless of your faith, to hear real-world problems and challenges discussed in a meaningful, Christ-centered way. We don't want devotional platitudes; we want context, focus, and an action plan.

References

Synodical Bishop

Rev. Dr. Robert Rimbo

Metropolitan New York Synod

rrimbo@mnys.org

NAME

SYNOD

E-MAIL

(212) 870-2372

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Inside Congregation or organization

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Outside Congregation or organization

Renato Matos	Partner, Capell Barnett Matalon and Schoenfeld	rmatos@cbmslaw.com	
NAME	ORGANIZATION AND TITLE	E-MAIL	
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Member of the ELCA Clergy roster

The Rev. Dr. Barbara Lundblad	Retired Rostered Clergy	blundblad@uts.columbia.edu	
NAME	ORGANIZATION AND TITLE	E-MAIL	
		(917) 952-1386	
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Anyone else who knows your setting well

The Rev. Heidi Neumark	Pastor, Trinity Lutheran Church, New York, NY	hneumark@gmail.com	
NAME	SYNOD	E-MAIL	
(917) 374-4212		(917) 374-4212	
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PART III: LEADERSHIP NEEDS

The Leader we Seek

Roster Type:

- | | | |
|---|--|--|
| <input type="checkbox"/> Associate in Ministry | <input type="checkbox"/> Deaconess | <input type="checkbox"/> Diaconal Minister |
| <input checked="" type="checkbox"/> Ordained Clergy | <input type="checkbox"/> In Candidacy/First Call | |

Senior Pastor / Head of Staff

POSITION TYPE:

Master's Degree (seminary or graduate school)

MINIMUM DEGREE REQUIRED:

Full time call

FULL TIME/PART TIME:

Language Proficiencies

English/Fluent

PRIMARY LANGUAGE (PROFICIENCY)

Spanish/Near Fluent

SECOND LANGUAGE (PROFICIENCY)

THIRD LANGUAGE (PROFICIENCY)

Experience:

- 0-3 years 4-9 years 10 -15 years 16- 20 years 21 + years

Top Five Ministry Tasks



The five most critical tasks required in this position.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Administration | <input type="checkbox"/> Building a Sense of Community | <input type="checkbox"/> Campus / Young Adult Ministry |
| <input type="checkbox"/> Chaplaincy | <input type="checkbox"/> Children's Ministry | <input type="checkbox"/> Christian Education |
| <input type="checkbox"/> Communications/ Media | <input type="checkbox"/> Community Organizing | <input type="checkbox"/> Conflict Management |
| <input type="checkbox"/> Counseling/ Social Work | <input type="checkbox"/> Early Childhood Administration | <input type="checkbox"/> Ecumenical Work |
| <input type="checkbox"/> Evangelism/ Mission | <input type="checkbox"/> Financial Management | <input type="checkbox"/> Global Service |
| <input type="checkbox"/> Innovation / Creativity | <input type="checkbox"/> Interim Ministry | <input type="checkbox"/> Interpret Theology |
| <input type="checkbox"/> Inter-personal Climate | <input type="checkbox"/> Ministry in Crisis | <input type="checkbox"/> Ministry in Daily Life |
| <input type="checkbox"/> Ministry with Seniors | <input type="checkbox"/> Multicultural Ministry | <input type="checkbox"/> Music / Worship / Arts |
| <input type="checkbox"/> Outdoor/ Camping Ministry | <input type="checkbox"/> Parish Nurse / Health | <input type="checkbox"/> Participant in the Larger Church |
| <input checked="" type="checkbox"/> Pastoral Care and Visitation | <input checked="" type="checkbox"/> Preaching / Worship | <input type="checkbox"/> Public Policy / Advocacy |
| <input checked="" type="checkbox"/> Recruit and Equip Leaders | <input type="checkbox"/> Self Care / Family Life | <input type="checkbox"/> Small Group Ministry |
| <input type="checkbox"/> Social Ministry | <input type="checkbox"/> Spiritual Formation / Direction | <input type="checkbox"/> Stewardship |
| <input checked="" type="checkbox"/> Strategic Mission Planning | <input type="checkbox"/> Teaching | <input type="checkbox"/> Volunteer Coordination |
| <input type="checkbox"/> Youth and Family Ministry | | |

Gifts for Ministry

The five gifts essential in this position, and the five that are very helpful in this position.

Top Priority	Very Helpful
Help people develop their spiritual life.	
Help people understand and act upon issues of social justice.	Yes
Provide care and nurture.	
Yes Be active in visitation of members and non-members.	
Be effective in working with children.	
Build a sense of community among the people with whom he/she works.	
Yes Help others develop their leadership abilities and skills for ministry.	
Be an effective administrator.	Yes
Be an effective communicator.	
Be an effective teacher.	
Encourage support of the Church's wider mission.	
Yes Work regularly in the development of stewardship growth.	
Be active in ecumenical relationships.	
Be effective in working with youth.	
Organize people for community action.	
Be skilled in planning and leading programs.	Yes
Have a strong commitment and loyalty to the Lutheran Church.	



	Understand and interpret the mission of the Church from a global perspective.	
	Deal effectively with conflict.	
	Bring joy and good humor to relationships.	
Yes	Be able to share leadership and work in a team.	
Yes	Be creative and innovative about his or her tasks.	
	Be able to use technology and media.	Yes
	Appreciate cultural diversity in language and customs.	Yes
	Have talents in the areas of music, arts and writing.	

Mutual Expectations

Please list the five primary areas of activity or focus that you wish your newly-called rostered leader to give special attention to during the first year of his or her ministry at this congregation or organization:

- A. **Meet and learn the congregation – individuals and families, small groups, formal and informal constituencies.**
- B. **Enhance spiritually fulfilling, inspiring and diverse worship: liturgy, preaching, and music.**
- C. **Review and advise on optimal staffing configuration, and build on the infrastructure for growth.**
- D. **Nurture gifts of the congregation and lay leadership.**
- E. **Assess social ministries and begin visioning for growth of those programs.**

Please list the five ways that this congregation / organization will support and encourage the rostered leader during the first year in order to help her or him accomplish these responsibilities:

- A. **Provide financial resources and budget for staffing and other initiatives.**
- B. **Assure openness and flexibility to consider and make changes.**
- C. **Provide history of strong, varied and creative worship.**
- D. **Provide strong lay leadership.**
- E. **Provide strong formal and informal pastoral support and unlimited access to committed church members.**

Compensation

Yes	Yes
PARSONAGE	SOCIAL SECURITY TAX OFFSET
\$100,000 +	
MAXIMUM AMOUNT AVAILABLE FOR DEFINED COMPENSATION	

Benefits

Yes	Yes	4 weeks
PENSION	MEDICAL	VACATION WEEKS
No	Yes	
SABBATICAL POLICY	PARENTAL LEAVE POLICY	
Yes		
ARE BACKGROUND CHECKS REQUIRED		



Professional Expenses

Yes	Yes
_____ AUTO / TRAVEL REIMBURSEMENT	_____ PROFESSIONAL EXPENSES ACCOUNT
No	Yes
_____ FIRST CALL THEOLOGICAL EDUCATION	_____ CONTINUING EDUCATION

Comments:

Please offer any comment or explanation regarding the compensation package, especially as it compares to synodical recommendations or guidelines.

We do not have a written sabbatical policy, but sabbaticals have been approved in the past. First Call Theological Education is not applicable since we do not expect a First Call leader as our Senior Pastor.

Other Supporting Resources

Are you able to supply the following items, if requested?

Mission and Vision statement of the congregation or organization	Yes _____
Printed history of the congregation or organization	Yes _____
Strategic Plan: Goals and Objectives	Yes _____
Budget	Yes _____
Annual Report	Yes _____
Position description: Duties and Responsibilities	No _____
Communications Piece (publicity, newsletter, etc.)	Yes _____



PART IV: COMMENTARY

You are encouraged to offer information or commentary that will help the reader appreciate the vision, opportunities, challenges and nature of your ministry site. Use this opportunity to creatively promote and commend your ministry possibilities.

Advent is a diverse, thriving congregation. We are diverse in age, ethnicity, and socio-economic status. We enjoy inviting others in, and welcoming them to the life of the congregation. In the last decade or more, we have experienced substantial growth. We want to continue this trend.

People at Advent are generous: Advent is a leader in providing support to the synod. We also give generously to ELCA initiatives such as the Malaria campaign, and, through our Mission Fund support initiatives locally, nationally, and internationally. Our Mission Fund was established by the congregation in 2009, funded by a generous bequest.

The population in our neighborhood and thus in our congregation is fluid. It is important always to reach out to potential new members. When members leave Advent, it is usually because they made a work related move to a distant location, or a different part of the city.

Until very recently we shared our building with a UCC congregation. Advent and our covenanted partner came to a mutual decision to end our relationship. We therefore have an exciting opportunity to re-envision how we use our beautiful 116 year old Tiffany Studios building for ministry initiatives. We have invested in planning for this, and we are working to develop a capital campaign. We will use the master plan we created as a resource as we upgrade and implement a larger vision for our space.

Our major lay staff positions include:

Coordinator, Communications and Youth Ministry (full time): The Coordinator implements all communications including social media, webpage, weekly e news, and more. He also implements ministry with teenagers and young adults.

Office Manager and Sunday School Coordinator (full time)

Building Manager (part time): Supported by a roster of per diem Event Coordinators.

Bookkeeper (part time): maintains financial records including but not limited to work with payroll company, budgeting, check writing, payment records, pledge records and quarterly giving reports to members.

PART V: COMPLETION OF PROFILE

Discernment Process and Adoption

Please describe the process used to gather information, formulate responses, and officially adopt this Ministry Site Profile. (Approximately 100 words maximum).

- 1. The Church Council prayerfully considered its responsibility to select a call committee, and prepare the Ministry Site Profile.**
- 2. A diverse team of lay leaders was appointed to the Call Committee, representing varied subsets of the congregation. One member of the call committee and four members of the congregation were appointed to work on the Ministry Site profile (Self Study Task Force).**
- 3. The Call Committee and Self Study Task Force members were introduced to the congregation at worship services, Sunday announcement page, and weekly e-newsletter.**
- 4. A survey to be completed either on line or on paper, and in either English or Spanish, was prepared to solicit opinions, suggestions and recommendations from the entire congregation.**
- 5. The draft Ministry Site Profile was presented to the Church Council and reviewed by them. It was then edited to reflect the guidance received from the Council, and then was adopted by the Council.**

Enter the date on which this Ministry Site Profile was adopted by vote of the Congregation Council or organization's **5/18/2016** board:

Call Process Contact Person

The Rev. Kathleen Koran

**Assistant to the Bishop for
Congregations**



NAME

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TITLE

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Reference's Recommendation

The Rev. Dr. Barbara Lundblad

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