MINISTRY INFORMATION FORM

Ministry ID: 72490

Ministry Name: Presbytery of Greater Atlanta

Mailing Address: 1024 Ponce de Leon Ave. NE, Atlanta, GA 30306

Telephone Number: 404-898-0711   Fax Number: 404-898-0679

Email: epnc@atlpcusa.org

Web site: http://www.atlpcusa.org

Congregation or Organization Size: (Select one)

28    Under 100 members
28    101 - 250 members
12    251 - 400 members
 9    401 - 650 members
10    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.

- <.01% American Indian or Alaska Native
- 7% Asian
- 6.7% Black or African American (African Native, Caribbean)
- <1% Hispanic Latino/Latina, Spanish
- <1% Middle Eastern
- Native Hawaiian or Other Pacific Islander
- 83% White
- Other 2%

Presbytery Greater Atlanta Synod South Atlantic

Community Type (select one)

- X College
- X Rural
- X Suburban
- Small City
- Town
- Urban
- Village
- Recreation
- Retirement
- N/A

Clerk of Session Contact Information:

Name N/A
Address
City State Zip Code
Preferred Phone Alternate Phone
E-mail epnc@atlpcusa.org 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)

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

*Employment Status

____ X ___ Full Time _______ Part Time _______ Open to Either

________ Bi-vocational (able to provide employment through outside partnership)

Is this a yoked congregation?  ____ X ____ No ______ Yes
(If yes, please complete the Yoked Congregation Detail Form.)

Clergy Couple (Are you open to a clergy couple?) Yes _X___ 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 _________________________________

Language Requirements

____ X ___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  ____ X ___ Yes ______ No

______________________________

Mission Statement

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

The Presbytery of Greater Atlanta’s Strategic Purpose is to be a catalyst, creator and equipper of healthy, vital and growing congregations in all regions of the Presbytery so that congregations in our jurisdiction are growing in their attitude, effectiveness and numbers towards the Great Ends of the Church.
1. What is the congregation’s or organization’s vision for ministry? Additionally describe how this vision is lived out.

The Presbytery of Greater Atlanta’s vision for ministry is expressed in its mission statement. We live out this vision in several ways:

- One key to a healthy, vital congregation is a healthy, vital pastoral leader. PGA seeks to equip its pastors in a number of ways, such as requiring first call programs, monthly educational/fellowship groups and clergy clusters.
- PGA engages in highly relational ministry through its congregational consultant staff model. Consultants are assigned to a specific set of congregations, and they provide personal support to these congregations and their pastors, especially during key times of transition or conflict.
- PGA serves as a catalyst and creator of congregations through its New Church Development Commission, a separate 501(c)(3) whose Executive Director is a full-time employee of the presbytery. The NCDC currently oversees 21 new worshipping communities. Forty percent of the proceeds from the sale of any dissolved churches is earmarked for NCDC purposes.
- PGA equips congregations by offering annually a series of educational workshops in connection with one of its presbytery meetings. This includes joint officer training and clerks’ training for congregations.
- In its commitment to form healthy leaders and vital congregations, the PGA also draws on and nurtures the gifts of its minister members who serve in validated ministries such as theological education, chaplaincy, and counseling.

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

We have restructured program funding at presbytery level. We now look to catalyze congregations for pooling resources and addressing community needs jointly, as well as providing training for congregations in community development.

In 2016, a survey designed to assess progress toward PGA’s 2010 strategic planning goals revealed 3 emerging congregational priorities:
- Growth: equip pastors and other leaders in congregations with strategies that enable them to reach new members;
- Community Outreach: equip congregations to be more effective in addressing problems affecting their surrounding communities;
Leadership: take a leadership role in working with churches that are struggling.

In 2015-16 PGA offerings addressing racial reconciliation. Its first call pastor group and the PGA staff, are responding to our co-moderators’ challenge to study and discussion of Debbie Irving’s book, *Waking Up White and Finding Myself in the Story of Race*. During 2017, the monthly pastor group has focused some of its conversations around how to identify those things in our neighborhood that are breaking God’s heart and strategies for engaging our communities more deeply. The PGA staff is developing a toolbox of resources around community engagement and a list of existing networks of community ministry collaboration. PGA is increasingly listening for ways we can better connect congregations desiring to engage in shared ministry around topics like refugee resettlement, training and literacy.

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

PGA has made great progress in reaching the strategic goals established in 2010. But now is the time for the next EP to help PGA decide what its next set of major strategic goals will be. Therefore, this leader will need to be a spiritual vision caster who listens carefully to the broad and very diverse constituencies of this presbytery, an effective communicator who can inspire and motivate these constituencies in movement toward new goals, and an agile organizational leader who can effectively oversee implementation of strategic plan through both staff and volunteer management. We believe God calls women and men into leadership for the sake of God’s glory and the well being of God’s people. The new EP will help us reach our goals by embodying a collaborative leadership model among staff, clergy, community and congregational leaders. S/He will possess an ability to listen, identify needs and offer clear vision for meeting those needs in the future.

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

The next Executive Presbyter will possess a combination of the following:

1. **Strong Faith in Jesus Christ & 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; articulates a clear and consistent theology.

2. **Effective Communicator:** Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.

3. **Bridge Builder:** Possesses a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.

4. **Culturally Proficient:** Possesses solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.
5. **Interpersonal Engagement & Courage**: 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.

6. **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; influences others toward a spirit of service and meaningful contributions to mission accomplishment.

7. **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.

8. **Pastoral**: Demonstrates the ministry of presence; creates a spirit of openness that invites those who are spiritually or emotionally troubled to confide in her/him; demonstrates appropriate pastoral care boundaries, recognizing his or her own limitations as a care provider; respects confidences; appropriately refers congregants along to other professional care providers as warranted.

9. **Adaptability**: Adapts behavior and work methods in response to new information, changing conditions, unexpected obstacles, or ambiguity; remains open to new ideas and approaches; works concurrently on related and conflicting priorities without losing focus or attention.

10. **Sense of Humor**

11. **Integrity & Confidentiality**: Is seen as trustworthy by others; practices direct, honest and transparent communication; keeps confidences; admits mistakes; doesn’t operate with hidden agendas; responds to situations with constancy and reliability.

12. **Compassionate**: Possesses 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.

13. **Conflict Resolution**: Understands the dynamics of human negotiation among conflicting interest groups and how to achieve mutual agreement; embraces constructive conflict as a means to promote growth; reads situations quickly; finds common ground and get cooperation with minimal anxiety.

14. **Hopeful**: Maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; helps followers to see a way through chaos and complexity.

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

   *****PLEASE SEE JOB DESCRIPTION BELOW*****
EXECUTIVE PERSBYTER
JOB DESCRIPTION

Summary

The Executive Presbyter is the principal advocate and ambassador of The Presbytery of Greater Atlanta’s Strategic Purpose in service to the mission of God. The Executive Presbyter’s role shall be to strengthen our community of churches, maintain a congregation-centered focus, and provide spiritual leadership for the building up of the Body of Christ, according to the provisions of the Presbyterian Form of Government.

Essential Tasks

In relation to presbytery: (15% of work time)

- Encourage the strategic purpose of the presbytery and continually lead vision development and interpretation.
- Identify and connect people to ministry and leadership opportunities within the presbytery.
- Provide and facilitate training opportunities for presbytery leadership, committees, commissions, and other task forces and ad hoc groups where appropriate.
- Oversee the preparation and administration of the annual budget.
- Serve as liaison to the Personnel Committee and Committee on Ministry.
- Ensure staff support for the Committees and Commissions of the presbytery.
- Participate as an Ex-Officio member of Council.

In relation to congregations and minister members: (45% of work time)

In concert with staff and presbytery leadership:

- Pastorally, theologically and ecclesiastically support congregations. Develop an awareness of each congregation’s strengths, best practices, needs, and opportunities for ministry.
- Affirm and support the ministry of the pastors and sessions in each congregation and work to further equip that ministry.
- Build authentic relations with the pastors and congregants that make the sharing of leaders possible. Partner with pastors in identifying the potential leaders in their congregations whose gifts for ministry can be used in the wider church.
- Advocate for the congregations by conveying their needs and concerns to the appropriate presbytery entities and develop the ongoing flow of information regarding the life of the congregations within the Presbytery, telling the story of their successes, needs, and opportunities in ministry.
• Encourage financial generosity among member congregations.
• Gather congregations and leaders around centers of cooperative ministry and mission within the Presbytery and beyond. Shepherd those toward becoming a vital learning community in which leaders are equipped for service and all members feel challenged to grow in their faith and commitment to Christ.
• Pastorally, theologically and ecclesiastically support all minister members including validated, members at large and Honorably Retired ministers.

In relation to presbytery staff: (25% of work time)

• Equip, lead, develop, coordinate, and evaluate staff members:
  o Stated Clerk
  o Director of Operations and Congregational Consultant
  o Congregational Consultant of Church Growth and Vitality
  o Congregational Consultant for Evangelical Coalition for Korean American Ministries
  o Congregational Consultant
  o Executive Director of the New Church Development Commission
  o Director of Communications
  o Financial Support Specialist
  o Administrative Assistant

In relation to the wider church: (15% of work time)

• Represent the presbytery at governing body levels of the PC (USA).
• Represent the PC(USA) as appropriate in ecumenical and interfaith settings.
Desired Qualities:

**Strong Faith in Jesus Christ**

- Effective Communicator
- Spiritual Maturity
- Motivator
- Interpersonal Engagement
- Compassionate
- Confidentiality
- Bridge Builder
- Hopeful
- Courage
- Adaptability
- Sense of Humor
- Vision
- Integrity
- Culturally Proficient
- Conflict Resolution
- Pastoral

**Accountability**
The Executive Presbyter is accountable to The Presbytery of Greater Atlanta through the Council.

**Review and Evaluation**
An annual performance evaluation will be administered in accordance with the Presbytery Personnel Manual as initiated through the Personnel Committee.

**Term of Service**
The Presbytery of Greater Atlanta elects the Executive Presbyter for an indefinite term. This position is full time.

**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)
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 $105K+ 

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<th>Housing Type</th>
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<tbody>
<tr>
<td>_____ Manse</td>
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<tr>
<td>_____ Housing Allowance</td>
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<tr>
<td>_____ Open To Either (Manse or Housing Allowance)</td>
</tr>
<tr>
<td>_____ Not Applicable (For Non-pastoral Positions Only)</td>
</tr>
</tbody>
</table>

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?

____ X Yes

_____ No

Revised 5/2017
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: Ken Whitehurst
Address: PO Box 17497, Atlanta, GA 30316
Phone Numbers: 678-506-5075
Relation: Past Moderator of Presbytery
E-mail: kwhurstatl@gmail.com

Name: Mary Martin
Address: 4176 Neely Meadows Court Norcross, GA 30092
Phone Numbers: 404-345-8597 cell 770-441-0373
Relation: Past Moderator of Presbytery
E-mail: mary.martin@nokia.com

Name: Rev. Scott Weimer
Address: 607 Peachtree St. NE, Atlanta, GA 30308
Phone Numbers: 404-875-0431
Relation: Minister member of Presbytery
E-mail: scott@napc.org
Pastor Nominating Committee/Search Committee Chairperson/Mid-council Search Committee Chairperson:

Name ____________________________
Address _____________________________________________________________________
City ____________________________ State __________ Zip Code ________________
Preferred Phone ________
Alternate Phone _______________________
E-mail Address for PNC Communications (required): epnc@atlpusa.org

ENDORSEMENTS
Pastor Nominating Committee/
Search Committee: ____________________________ Date _________________________

Signature

Clerk of Session: ____________________________ Date _________________________

Signature

Presbytery: ____________________________ Date _________________________

Signature