



**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 02626

Ministry Name St. Andrew Presbyterian Church

Mailing Address 140 Gathering Place lane

City Iowa City State IA Zip Code 52246

Telephone Number 319-338-7523 Fax Number NA

Email office@saintandrew-ic.org

Web site http://saintandrew-ic.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 300

Church School Attendance 111

Church School Curriculum Whole People of God (pre-school-6th gr)

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.

0 American Indian or Alaska Native
3 Asian
4 Black or African American (African Native, Caribbean)
<1 Hispanic Latino/Latina, Spanish
<1 Middle Eastern
0 Native Hawaiian or Other Pacific Islander
92 White
Other _____

Presbytery Presbytery of East Iowa _ Synod Synod of Lakes and Prairies _____

Community Type (select one)

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

Clerk of Session Contact Information:

Name Patricia Benson

Address 2125 Leonard Circle

City Iowa City State IA Zip Code 52246

Preferred Phone 319-330-1484 Alternate Phone _____

E-mail clerk@saintandrew-ic.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*)**

<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
<u>5-10</u>	Head of Staff (supervised one teaching elder and other staff)		Executive Director
	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
	Pastor Interim		Administrator
	Pastor (for a designated term)		Funds Developer
	Pastor (Other Temporary i.e., Supply, Student)		Finance Manager
	Pastor, yoked/parish		Media Specialist
	Co-pastor		Communicator
	Executive Pastor		Coordinator
	Evangelist or Mission Pastor		Youth Director (non-ordained)



	Bi-vocational/Tentmaker		Other
	Chaplain		
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		
	Synod Executive		
	Mid-Council Program Staff		



You may also specify the position title (if appropriate) _____

***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?



Saint Andrew is an inclusive congregation. We believe that we are all connected as the Body of Christ. We have many gifts, talents and ideas that strengthen our faith and ability to worship God as one body. We welcome people from all walks of life to join us in worship, develop in faith and go beyond our walls to share that faith with others.

We believe that every member is a minister. As we join together in our church building during worship, faith development and community projects, we are able to renew our lives and are better prepared to be an example of Christ's love by serving outside our walls in the local community and beyond.



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.

Saint Andrew Presbyterian Church takes its name from the disciple best known for introducing people to Jesus. Like our namesake, we at SA strive to introduce others to the living Christ and to help them and ourselves find opportunities to use each person's unique gifts to glorify God.

SA's purpose statement is "To be the body of Christ, living in Christ's love, and serving as Christ served." For over 60 years, our church family has been a living, growing, and ever evolving body with many very diverse gifts of heart, minds, hands, and feet. Our pursuit of inspiring worship, challenging discipleship, and heart filling fellowship, are followed through with busy hands in prayer and outreach along with the desire to go and serve our local, national and international community.

In over a decade of significant and meaningful change in our church leadership we have utilized three different worship spaces. Throughout this time we continue to strive to discern where God is leading us. An in-depth look at the vision for ministry for SA was completed in 2019. From that study, three task force groups were formed in the areas of mission, worship and faith development, which have presented goals and strategies for future direction. We know we are a work in progress and will faithfully seek to become an even more loving, stronger body of Christ to go out into the world to serve.

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

SA is committed to mission and service as the embodiment of living out one's faith. The annual church budget consistently includes 14% for mission work at all levels. In addition to our financial commitment, SA members commit significant time and considerable talents both individually and collectively, to mission and service. 'Connecting hearts, renewing lives' is a philosophy incorporated throughout SA life.



SA supports missionaries serving on five continents, maintains an active Stephen ministry, and has nurtured several members into ministerial positions. Member mission teams travel to Guatemala yearly. Additional mission outreach includes Feed My Starving Children, the Pittsburgh Project, Soles4Souls, and hosting extended internships for Brazilian church musicians.

Locally, several outreach activities focus on food insufficiency. Lettuce Feed Others, our church garden, contributes 2,000 pounds of produce annually to the local Crisis Center. Members participate in the Free Lunch Program, Table to Table Food Rescue, and provide summer lunches for children at neighborhood centers. SA also supports youth programs: School supply and winter clothing drives, Fifth Ward Saints, Girl and Boy Scouts, and a day camp for neighborhood center children when school is out. Partnerships include Habitat for Humanity, the Center for Worker Justice, the Compeer project and Degowin Blood Center. We view our new building as an invaluable resource expanding our outreach to the community.

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

SA's transition into its new church facility was not without struggles, but we have a new understanding, "it's not the building, it's the people." SA's new space is a launching pad for the good works of God to go out into the local and global community, and Iowa City is a unique and wonderful community.

Home of the nationally known Kinnick Wave, Iowa City is a diverse community composed of people who generally care for their fellow neighbor. SA's senior pastor will be looked upon to lead, inspire, and motivate the congregation in its daily ministry. Our pastor will experience how great it is to live in a city that is consistently rated among America's best places to live.

Not only would a pastoral candidate have the opportunity to grow our worship experience, use the strengths of our worship team, but also bring engagement and enthusiasm to the pulpit. Iowa City, the home of one of the country's outstanding research universities, is culturally diverse. SA's educated, hospitable and inclusive congregation seeks scriptural guidance relevant to our daily lives as we serve our community.

SA's senior pastor will lead a seasoned staff of dedicated followers of Christ. We seek ways to grow into our space. We hope to grow our youth and young family membership, strengthen community partnerships, and maintain mission outreach. SA seeks a pastor with strong



leadership skills that respects our past, while casting a vision for God’s new plans for SA and the community of Iowa City.

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

We seek a pastor with the ability to help us understand and apply God’s word. This person will deliver insightful and engaging sermons rooted in spiritual maturity and resonating across generations; messages that challenge us, sustain us, and fuel our passion to mirror Christ’s love. Providing direction for and energizing the worship experience will encourage a deeper spiritual life for our members and foster the desire for more interaction with God’s word. This key trait requires the ability to teach, engage, and clearly communicate.

We desire a pastor who will inspire newcomers regardless of race, ethnicity, gender, sexual orientation, gender identity, physical or mental ability, income, or political beliefs to consider us their church home. There is great opportunity to minister to university students as well as developing links between our membership and the disadvantaged in our community. We expect our new pastor to move towards a fuller realization of our Statement of Inclusion.

Through demonstrating an understanding of SA’s unique history our new pastor will balance the qualities we have as a congregation while encouraging Spirit-lead innovation. Being able to clearly see SA as it is while presenting a strong vision, pushing us to look forward is critical. Changes and adaptations will need to be taken in stride. Taking the best of our gifts and enabling collaboration will help us continue our mission and service wherever we are needed.

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

Essential Functions of the Head of Staff:

- Proclaim the Good News of Jesus Christ through biblically based preaching, teaching, worship leadership, and administration of the sacraments.
- Moderate the session of St. Andrew, working with them to create and communicate a vision for the church and administer the church’s ministry.
- Lead the church staff, providing for their development and directing their efforts toward fulfillment of the church’s vision.
- Coordinate the training and ongoing development of church officers—particularly the ruling elders—in partnership with the Associate Pastor.



- Coordinate the new member and confirmation classes, provide instruction in Presbyterian and Reformed theology and polity, the history of the church, and biblical interpretation, in partnership with the Associate Pastor.
- Perform weddings, funerals, and other services of healing or celebration.
- Provide pastoral care to those in need.
- Provide staff support to the Mission Outreach Service, Personnel, Worship, Finance, Nominating, and Stewardship Teams, as well as other teams as the need arises.

Other Responsibilities:

- Actively participate in the Presbytery of East Iowa, serving there or in other higher governing bodies as called and in consultation with the Personnel Team.
- Fulfill other duties as specified by the Book of Order or requested by the congregation through the Session.
- Fulfill other responsibilities as necessary

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)

<http://saintandrew-ic.org/about/statement-of-inclusion>

<https://www.thinkiowacity.com/media/rankings-and-recognitions/>

https://www.youtube.com/watch?v=ef3rAkmZnYI&feature=emb_title

https://www.youtube.com/watch?v=w7UqYD_owgY&feature=youtu.be

<https://summerofthearts.org/>

<https://www.thinkiowacity.com/>

<https://northlibertyiowa.org/residents/area-attractions/>

<https://www.icgov.org/>

<https://downtowniowacity.com/>



***LEADERSHIP COMPETENCIES**

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

THEOLOGICAL/SPIRITUAL INTERPRETER			
	Compassionate – having the ability to suffer with others; being motivated by others pain and is called into action as advocate; is motivated by caring for others while concurrently keeping the organizational goals clearly in focus.		Hopeful – maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; and helps followers to see a way through chaos and complexity.
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.)



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



	<p>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.</p>		<p>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.</p>
X	<p>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.</p>		
<p>INTERPERSONAL ENGAGEMENT</p>			
X	<p>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.</p>	X	<p>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.</p>
	<p>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.</p>		<p>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</p>
	<p>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.</p>	X	<p>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.</p>



<p>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.</p>	
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***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 \$ 80,000 Maximum **Effective** Salary \$ 90,000
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?

 X 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 Claiburne and Madgetta Dungy _____
Address 720 Arbor Ave Unit 33, fort Collins, CO 80526 _____
Phone Numbers 970-797-2447 _____
Relation former members (moved 4 years ago) _____
E-mail cdungy1029@gmail.com mtdungy@mail.com _____

Name Joe and Allison Whitney _____
Address 4112 SW 2nd St, Ankeny, IA 50023 _____
Phone Numbers 515-783-7161 (Allison cell) _____
Relation former members (moved in 2019) _____
E-mail _____

Name Kip Murphy _____
Address 4380 Pinehill Dr. Harbor Springs, MI 49740 _____
Phone Numbers 319-541-5978 _____
Relation former member, current pastor _____
E-mail kmurphy0126@gmail.com _____

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

Name Rebecca Simpson
Address 3732 Foxana Dr
City Iowa City State IA Zip Code 52246
Preferred Phone 319-936-6939
Alternate Phone _____
E-mail Address for PNC Communications (required): b.yucuis@gmail.com



ENDORSEMENTS

Pastor Nominating Committee/
Search Committee _____

Date _____

Signature

Clerk of Session _____ Date _____

Signature

Presbytery _____ Date _____

Signature

