In a regularly scheduled Session meeting, on May 11th, 2022, the Elders of First Presbyterian Church, Lubbock, TX, unanimously voted to approve this Ministry Information Form. It is their desire that the Committee on Ministry approve it and give the proper credentials that will allow the PNC to enter the data in the Church Leadership Connection resource.

**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

Ministry Name First Presbyterian Church

Mailing Address 3410 98th Street STE4-325

City\_\_Lubbock\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State \_\_\_\_\_TX\_\_\_\_\_ Zip Code 79423

Telephone Number\_\_\_806 763-0401\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax Number

Email fpclubbock130@gmail.com

Web site

**Congregation or Organization Size (Select one)**

X 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** 35

**Church School Attendance** 12

**Church School Curriculum** varies

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.*

American Indian or Alaska Native

Asian

Black or African American (African Native, Caribbean)

\_\_\_\_\_ Hispanic Latino/Latina, Spanish

\_\_\_\_\_ Middle Eastern

Native Hawaiian or Other Pacific Islander

100 White

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Presbytery Palo Duro Synod Synod of the Sun

**Community Type (select one)**

X College Rural Suburban

Small City Town Urban

Village \_\_\_\_\_\_\_Recreation \_\_\_\_\_\_\_Retirement

N/A

**Clerk of Session Contact Information:**

Name Karen Copple

Address 10407 Wayne Ave

City Lubbock State TX Zip Code 79424

Preferred Phone 806 441-7475 Alternate Phone 806 559-9593

E-mail eastpark1@msn.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)***

|  |  |  |  |
| --- | --- | --- | --- |
| **Years of Experience** | **Position Type** | **Years of Experience** | **Position Type** |
| X | Solo Pastor | 2-5 years | 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) |
|  | Associate Pastor (Other) |  | Mission Co-worker (International) |
|  | Pastor (Church Planter, New Worshiping 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 \_\_\_\_\_\_ No \_X\_\_\_\_

## 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?

We Follow Jesus

**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.**

We are an inclusive and friendly church seeking to help others achieve Love in Action. We follow Jesus and work to inspire others with Scripture through worship, prayer, relationships, missions and outreach. Everyone is Welcome!

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

Scripture tells us through the example of Jesus to feed the hungry, clothe the naked, and minister to the poor. Currently our congregation is involved in several missions including Lubbock Impact, Meals on Wheels, South Plains Food Bank and NOROC through both financial support and volunteering. We feel called to reach out to the rapidly growing community around us. Our new pastor would provide leadership in discovering the potential and evolving needs of our immediate area. Together alongside the pastor, we will act on these needs.

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

Our new pastor will motivate us to meet our vision and mission goals and lead us in overall growth and local community service. Currently, Lubbock is the 11th largest city in Texas and projected to expand in the coming years. First Presbyterian Church fronts the new Loop 88 that is currently under construction and is expected to take a number of years to complete. FPC’s visibility will increase exponentially with the construction and completion of this project. Our new pastor will lead us through this transitional phase and into our next chapter of growth, expansion and outreach.

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

\* Organized, enthusiastic leader with a vision to help our congregation grow

* Genuine in that he/she is willing to share their story and life on a personal level in order to relate to others.
* Someone with a heart for people ministering in the congregation as well as outside in our community.

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

* Coordinate Sunday Worship.
* Ensure appropriate congregational care and /or visitation
* Arrange follow up with Sunday Worship visitors.
* Identify and implement program needs in order to meet our church vision and goals.
* Manage building and church staff.
* Ensure development and implementation of church policy and procedures.

**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)

<https://www.ttu.edu/>

<https://www.depts.ttu.edu/museumttu/>

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

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

<https://visitlubbock.org/>

[www.visitlubbock.org](http://www.visitlubbock.org)

[www.lubbockonline.org](http://www.lubbockonline.org)

[www.lcu.edu](http://www.lcu.edu)

[www.lubbockchamber.com](http://www.lubbockchamber.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. | X | **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** | | | |
| X | **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. |  | **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. | X | **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. | X | **Funds Developer –** maintains the ability tosolicit 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. |
| X | **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. |
|  | **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](http://www.pensions.org/portal/server.pt?open=514&objID=400&mode=2).

You will need assistance from your Session here.

Minimum ***Effective*** Salary $ $60,000 Maximum ***Effective*** Salary $80,000

Housing Type Manse

X 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 Rev. Dana Mayfield

Address 4820 19th Street, Lubbock, TX 79407

Phone Numbers 806-799-6530 office; 5126956846 cell

Relation Moderator of Session; COM PNC Liaison

E-mail dana.mayfield@sbcglobal.net

Name SarahLee Morris. CE

Address 2905 20th Street, Lubbock, TX 79410

Phone Numbers 806-441-1346

Relation Friend of the Congregation

E-mail sarahleemorris@hotmail.com

Name Rev. Davis B. Price, HR

Address 3523 92nd Street, Lubbock, TX 79423

Phone Numbers 806-797-6320

Relation Former neighboring Pastor

E-mail davisbprice45@gmail.com

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

Name Rick McDowell

Address 6401 County Road 7410

City Lubbock State TX Zip Code 79424

Preferred Phone 806 407-7371

Alternate Phone

E-mail Address for PNC Communications (required): rmcdowell634@gmail.com

**ENDORSEMENTS**

Pastor Nominating Committee/

Search Committee Date

*Signature*

Clerk of Session Date

*Signature*

Presbytery  *Date*

*Signature*