

Church Profile

# Introduction

As part of the process of "matching" pastors and churches, Baptist Churches Western Australia prepared this profile template for any church seeking a pastor, to complete. This is a resource that assists to inform the church’s Pastoral Search Team (PST) and any pastor that may be seeking God’s will and call to a pastoral position in the church. To that end, we ask congregations and pastors to complete profile forms as an introduction to each other and a first step in the process of calling a minister for a congregation. For both the individual pastor and the congregation, this is an opportunity for self-study, evaluation of current ministry and goals. This calls for honesty, effort, and commitment to open communication.

The Church Profile form presents the local congregation's history, challenges, and goals. It is our hope that it will be of help in facilitating the search process; assisting the church in focusing on future directions, and pastors in gaining some sense of the nature and uniqueness of this congregation.

If you desire BCWA to distribute this profile to pastors please return your completed form to [pastors@baptistwa.asn.au](mailto:pastors@baptistwa.asn.au?subject=Church%20Profile).

BCWA Ministry Support Team

Contents

[Introduction 1](#_Toc358283060)

[Part I: Church Information 1](#_Toc358283061)

[Part II: Church Characteristics 3](#_Toc358283062)

[Part III: Leadership Expectations 3](#_Toc358283063)

[Part IV: Church History 3](#_Toc358283064)

[Part V: Building/Financial Information 3](#_Toc358283065)

[Part VI: Other Information 3](#_Toc358283066)

**Date Completed**

# Part I: Church Information

|  |  |
| --- | --- |
| 1. Church Information Church Name  Address  Suburb  PostCode  Telephone | 2. Pastoral Search Team Chairperson  Address  Suburb  PostCode  Telephone |

## 3. Search Information

Position Available

Date of vacancy

## 4. List all paid staff positions:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Position** | **Full Time** | **Part Time** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

## 5. Membership (please state approximate percentages):

### a. Total number of people (all ages) in the church directory:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Five Years Ago** | | **Currently** | |
| **Individuals** | **Families** | **Individuals** | **Families** |
| **Members** |  |  |  |  |
| **Attendees** |  |  |  |  |

### b. Profile of church members:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **i) Age** | 0-11 | 12-18 | 19-24 | 25-34 | 35-49 | 50-64 | 65+ |
| **%** | % | % | % | % | % | % | % |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ii) Occupation** | Business | Professional | Trades | Stay-at-home parent | Agriculture | Retired | Other |
| **%** | % | % | % | % | % | % | % |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **iii) Education Level of Adults** | some high school or less | high school | University | Post Graduate |
| **%** | % | % | % | % |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **iv) Length of time belonging to the congregation** | Less than one year | 5 years or less | 6-10 years | 10 or more years |
| **%** | % | % | % | % |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **v) Racial/Ethnic composition of congregation** | Asian | Australian (Caucasian) | African | Indigenous | Other |
| **%** | % | % | % | % | % (please specify) |

## 6. Worship

### a. Worship Service Times

### b. Frequency of communion celebration:

### c. How are members involved in planning and participation in the worship services?

### 

### d. Style of worship service (e.g. traditional, contemporary, variety):

### 

### e. Type of music used in worship services (e.g. traditional, contemporary, variety):

### 

## 7. Children’s Ministry

### a. Average attendance in Children Ministry (up to and including year 6)

### b. Average attendance in Youth Ministry (Sunday)

## 8. Local Community

### a. Approximate population of community

### b. Community Setting (tick as many as apply):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Location** | | **Function** | | **Growth** |
| Rural | Suburban | Industrial | Recreational | Growing |
| Small Town | Inner City | University | Military | Static |
| Metropolitan |  | Agricultural |  | Declining |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| c. Racial/Ethnic composition of community | Asian | Australian (Caucasian) | African | Indigenous | Other |
| **%** | % | % | % | % | % (please specify) |

## 9. Program Information

List the major governance group, committees and organisations that are part of your church:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Group** | **Purpose of Group** | **No. of Members** | **Frequency of Meetings (monthly, weekly, etc.)** | **\* Leadership Role**  **(1,2 or3)** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

\*Indicate leadership role expected by number as per the following:

1. Pastor takes primary initiative and responsibility.

2. Pastor and laity share responsibility.

3. Laity takes primary initiative and responsibility.

## 10. Please provide an organisational accountability structure diagram.

## 

# Part II: Church Characteristics

## Congregational Characteristics: Tick the number that most closely describes the current congregation characteristics and future goals.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Our Congregation… | | Currently | | | | Goal | | | |
|  | | Agree | | Disagree | | Agree | | Disagree | |
| 1. | supports the pastor | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 2. | readily shares their gifts with the rest of the congregation. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 3. | places a high priority on sound biblical preaching. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 4. | gladly welcomes visitors and new members. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 5. | is involved in local evangelistic ministries. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 6. | is often found living their faith in their communities. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 7. | has a spirit of unity. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 8. | cares about each other. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 9. | looks to its leadership team for leadership. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 10. | ministers well to members who are hurting. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 11. | uses members’ gifts in its worship. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 12. | has people willing and able to lead | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 13. | is capable of change when and where appropriate. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |
| 14. | is spiritually alive. | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 |

## 15. In what ways does your church participate in ecumenical activities?

|  |
| --- |
| 16. Describe the strengths of your congregation: |
|  |
| 17. List any specific problems with which your congregation struggles: |
|  |
| 18. List major goals that this congregation has set for itself: |
|  |

## 19.

### a. Has your congregation ever taken disciplinary action against a pastor? Yes No

### b. Has there ever been a termination of a pastor in the history of your church? Yes No

### c. Has there ever been an official complaint against an elder or deacon of your congregation? Yes No

Explanation:

## 20.

Have you writtten agreed congregational values?  Yes  No Date

Have you a written agreed Mission Statement?  Yes  No Date

Have you a written agreed Vision Statement?  Yes  No Date

If yes, please attach copies.

# Part III: Leadership Expectations

Below are listed 42 items which represent a range of qualities in the ministry of the church. **Choose the 12 items which you feel are the most important aspects of ministry for your church at this time and place the numbers in the blanks following the list.** All the qualities are important. However, please choose those 12 which you feel need first priority at this time. Do not rank the items.

|  |  |  |
| --- | --- | --- |
| 1. is an effective preacher/speaker. | 15. builds a sense of fellowship among the people with whom he/she works. | 29. writes clearly and well. |
| 2. continues to develop my theological and biblical skills. | 16. helps people develop their leadership abilities. | 30. works well on a team. |
| 3. helps people develop their spiritual life. | 17. is an effective administrator. | 31. is effective in working with youth. |
| 4. helps people work together in solving problems. | 18. is effective with committees and officers. | 32. organises people for community action. |
| 5. is effective in planning and leading worship. | 19. is an effective teacher. | 33. is skilled in planning and leading programs. |
| 6. has a sense of the direction of her/his ministry. | 20. has a strong commitment to the educational ministry of the church. | 34. plans and leads well-organized meetings. |
| 7. regularly encourages people to participate in denominational activities and programs. | 21. is effective in working with adults. | 35. encourages people to relate their faith to their daily lives. |
| 8. helps people understand and act upon issues of social justice. | 22. inspires a sense of confidence. | 36. is accepting of people with divergent backgrounds and traditions. |
| 9. is a helpful counselor. | 23. works regularly at bringing new members into the church. | 37. encourages others to assume and carry out leadership. |
| 10. ministers effectively to people in crisis situations. | 24. regularly encourages support of the church’s mission and outreach. | 38. is mature and emotionally secure. |
| 11. makes pastoral calls on people in hospitals and nursing homes and those confined to their homes. | 25. reaches out to inactive members. | 39. has strong commitment and loyalty to the Baptist Church in Western Australia. |
| 12. makes pastoral calls on members not confined at home or in hospitals. | 26. works regularly in the development of stewardship growth. | 40. maintains confidentiality. |
| 13. is a good leader. | 27. is active in ecumenical relationships and encourages the church to participate. | 41. is a compassionate and caring person, sensitive to others' needs. |
| 14. is effective in working with children. | 28. is a person who cultivates a close, devotional relationship with God. | 42. deals effectively with conflict. |

Write no more than 12 numbers in the following:

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |  |  |

# Part IV: Church History

(please limit to one page)

|  |
| --- |
| A. What have been the three most important events in the history of your church? |
|  |
| B. What has been the most interesting and challenging event in the life of your church in the last three years? |
|  |

# Part V: Building/Financial Information

## 1. Budget

Present annual budget       Last year's annual budget

### (please attach a copy of current budget)

## 2. Percentage of financial obligations met (last complete year reported):

Budget      % Ministries Share      %

## 3. Amount contributed for (last complete year reported):

Missions       BCWA       Other

## 4. Property owned by church:

### a. Describe buildings and property (other than parsonage):

### b. Are your buildings adequate for your present program?

Yes  No  If no, please explain:

### c. Is a building program projected?

Yes  No  If yes, describe what and when:

### d. Does the church own a manse?

Yes  No

Condition:  Good  Fair  Poor

Number of Bedrooms

## 5. Office/study:

In Church  In Manse  Other  Not Provided

## 6. Compensation:

### a. BCWA Recommended Salary Package

### Is the church prepared to offer their new pastor the BCWA recommended salary package:

Is the church prepared to provide the BCWA annual recommended salary package increase for this position over the length of the call?

### b. Housing:

Housing allowance (pastor owns house)

Manse only

Either of the above

### c. Benefits and expenses (\*Please specify denominational or other)

|  |  |  |
| --- | --- | --- |
| 1. | Continuing Education funds (amount) |  |
| 2. | Continuing Education leave (Annually) |  |
| 3. | Long Service leave (policy regarding) |  |
| 4. | Annual vacation (# weeks) |  |
| 5. | Number of worship services for which pastor is provided relief each year |  |
| 6. | Other (please specify) |  |

# Part VI: Other Information

## 1. List the last three persons in this position:

|  |  |
| --- | --- |
| **Name** | **Dates of Service** |
|  |  |
|  |  |
|  |  |

## 2. Please list names of any persons whose profiles you wish us to mail to you:

|  |  |
| --- | --- |
|  | 4) |
|  | 5) |
|  | 6) |

## 3. Do you want BCWA to suggest some names of pastors whom you might consider for call? If so, completed profiles will be sent.

Yes  No

## 4. Please indicate if there are any special preferences based on gender, age, years of experience or cultural relevance in consideration of persons' profiles that may be sent:

No basis for preference

Please consider the following factors which we believe require consideration:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Leadership Chairman Pastoral Search Team Chairman