MINISTRY INFORMATION FORM

Ministry ID: PIN 1700
Ministry Name: Community - Lombard
Mailing Address: 1111 E. Madison
City: Lombard State: IL Zip Code: 60148
Telephone Number: (630)627-0306 Fax Number: (630)627-7403
Email: connect@cpclombard.org
Web site: www.cpclombard.org

Congregation or Organization Size (Select one)

___ Under 100 members
___ 101 - 250 members [X]
___ 251 - 400 members
___ 401 - 650 members
___ 651 - 1000 members
___ 1001 - 1500 members
___ More than 1500 members
___ N/A

Revised 3/2016
Average Worship Attendance: 124 (2019); 48 (2020)
Church School Attendance: 10
Church School Curriculum: Group Publisher

☐ 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
- 0 Asian
- 1 Black or African American (African Native, Caribbean)
- 1 Hispanic Latino/Latina, Spanish
- 0 Middle Eastern
- 0 Native Hawaiian or Other Pacific Islander
- 98 White
Other __________________________

Presbytery: Chicago Synod: Lincoln Trail

Community Type (select one)

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

Clerk of Session Contact Information:
Name: Carol Brunton
Address: 18 Kenilworth Ct.
City: Lombard State: IL Zip Code: 60148
Preferred Phone: (630)620-4571 Alternate Phone: (224)563-4423
E-mail: crbrunton@comcast.net

Revised 3/2016
*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>2-5 years</td>
<td>Solo Pastor</td>
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<td>General Assembly Staff</td>
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<td></td>
<td>Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff)</td>
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<td>Church Business Administrator</td>
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<td></td>
<td>Head of Staff (supervised one teaching elder and other staff)</td>
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<td>Executive Director</td>
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<td></td>
<td>Associate Pastor (Christian Education)</td>
<td></td>
<td>Director of Music (non-ordained)</td>
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<td></td>
<td>Associate Pastor (Youth)</td>
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<td>Minister of Music (ordained)</td>
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<tr>
<td></td>
<td>Associate Pastor (Other)</td>
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<td>Mission Co-worker (International)</td>
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<td></td>
<td>Pastor (Church Planter, New Worshipping Community)</td>
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<td>Christian Educator (Certified)</td>
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<td>Pastor (Transformation/Redevelopment)</td>
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<td>Christian Educator (non-certified)</td>
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<td>Pastor Interim</td>
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<td>Administrator</td>
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<td>Pastor (for a designated term)</td>
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<td>Funds Developer</td>
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<td>Pastor (Other Temporary i.e., Supply, Student)</td>
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<td>Finance Manager</td>
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<td>Pastor, yoked/parish</td>
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<td>Media Specialist</td>
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<td>Co-pastor</td>
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<td>Communicator</td>
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<td>Executive Pastor</td>
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<td>Coordinator</td>
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<td>Evangelist or Mission Pastor</td>
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<td>Youth Director (non-ordained)</td>
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<td>Bi-vocational/Tentmaker</td>
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<td>Other</td>
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<td>Chaplain</td>
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<td></td>
<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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<td></td>
<td>Campus Ministry</td>
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<td>General Presbyter/Executive Presbyter</td>
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<td>Presbytery Leader</td>
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<td>Stated Clerk (Presbytery)</td>
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<td></td>
<td>Synod Executive</td>
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<td>Mid-Council Program Staff</td>
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You may also specify the position title (if appropriate)_________________________ Senior Pastor __________________

*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?

Reach people for Christ; Grow people in Christ; Send people with Christ
CPC’s vision for ministry is grounded in Christ’s teaching as exemplified by three pillars: **reach people for Christ**, **grow people in Christ**, and **send people with Christ**. We **reach people for Christ** through ministries of the board of Deacons and Stephens Ministry as they care for the needs of our congregation and the Lombard/Villa Park community. “The Growing Place Preschool” is another way for us to **reach** families in our community. We also provide weekly after-school programs for kids - Kids Club and Faith Weaver Friends. Our Adult Ed and Children's ministries are oriented towards **growing people in Christ** through Biblically focused sermons, Bible study, Sunday school (adult and children), VBS, Seekers (middle school), Crux (high school), and retreats. The last pillar is **sending people with Christ**. This is a way for our members to step out in faith with the love of Christ. We do this through programs like: CPC Seniors' Ministry team; special events and music concerts; and service opportunities (Thanksgiving Food Drive, Giving Tree). Locally, we actively support PADS, Love Christian Clearing House, and CROP Walk. Each year, we **send** a multigenerational group on a mission trip to McCreary County, KY, one of the poorest counties in the U.S. Internationally, we support missionaries who spread the Gospel into unreached areas of the globe. Like everyone, we have been affected and challenged by the COVID-19 pandemic. Through commitment and imagination, leadership, staff, and congregants have continued efforts to bring Christ to our community with live-streamed services, ZOOM Bible studies and coffee social hours, and gift drop-offs for children and seniors.
2. How do you feel called to reach out to address the emerging needs of your community or constituency?

The demographics of our community have changed over the past several decades. Although DuPage County is relatively affluent, problems of poverty, homelessness, hunger, and differences in educational opportunities, along with declining church participation persist. CPC has always recognized these needs and actively addressed them in a variety of ways. This pulls at the hearts of like-minded church members and attendees. Our members have long understood the church is not tied to a building. Members are out in the community working to be part of the solution (whatever the problem may be). We see ourselves as an integral part of our larger community meeting the diverse needs of Lombard/Villa Park through Thanksgiving Food drives, Christmas Giving Tree, mitten basket, school connections, Love Christian Clearing House, Public Action to Deliver Shelter (PADS), ministering to families of Growing Place, VBS in summer, hygiene kits for Kentucky; church plants i.e, Next Ministries (Chicago) and Iglesia Christiana Unidos por Christo (ICUC) housed at CPC.

We believe we are called to be representatives of Christ and we should follow His example, standing for what He stood for, and loving others as He loves us. We do this with a welcoming presence and by trying to live the Word. We have recently updated our technology so we can more effectively connect with our congregation and our community.

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

A senior pastor/head of staff (with the qualifications we are seeking) will be one who is positioned to utilize his/her gifts and abilities. We have a congregation of Gospel warriors poised to support his/her leadership. CPC has a very strong and active member base that has hearts of gold, with a willingness to serve. Our pastor will provide leadership and inspiration for us to reach people for Christ, grow people in Christ, and send people with Christ.
4. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.

In order to guide CPC in fulfilling our mission statement, we are seeking someone with the following characteristics:

- Engaging Biblically based Preaching
- Leading Multi-generational Worship
- Administrative Leadership/Management - i.e. staff, committees, budget, ministries
- Spiritual Maturity/Integrity
- Effective Public Communicator
- Comfortable using social media and all forms of technology
- Advisor/counselor
- Organizationally flexible - open to trying new things, thinking “outside the box”
- Takes Initiative
- Teacher
- Compassionate - pastoral care
- Motivator - motivate staff and congregation members
- Strategy and Vision - able to plan long-term and share vision with the congregation
- Fidelity – To the Word of God and His teachings and principles. Love God, Love your neighbor … Proverbs 4:13 – *Take hold of instruction; do not let it go; keep it, for it is your life.*

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

This position is Senior Pastor/Head of Staff at Community Presbyterian Church.

The pastor will provide spiritual leadership, pastoral care, and administrative organizational direction to a congregation of about 200. The main responsibilities are:

1. Lead Sunday morning worship and other services as necessary (i.e., weddings, funerals, baptisms). Provide and lead challenging spiritual classes and developmental growth (i.e., Adult Sunday School, Bible Study) for the congregation and staff.

2. Motivate, guide, direct, and empower staff. Our current staff consists of: Youth/CE Director, Communications Specialist, Growing Place (GP) Director and staff, Organist (p/t), Choir Accompanist (p/t), Director Praise Band (p/t), and Custodial Staff.

Revised 3/2016
3. Moderate Session plus provide organizational and spiritual guidance to boards, committees, and congregation.

4. Provide pastoral care and visitation to church members and visitors. Work with deacons and elders to provide congregational care.

5. Provide oversight to The Growing Place Preschool.

6. Have social media and technology skills.

We strive to continue outreach and make disciples as we grow our congregation. We have always been known as a friendly, welcoming place; we strive to maintain that part of our identity. CPC has a history of providing Christian Education to both youth and adults. Our pastor must have a heart for Children's ministries and provide support and leadership to ensure that this vital ministry continues and grows.

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)

www.cpclombard.org
www.growingplacepreschool.org
*LEADERSHIP COMPETENCIES*

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

<table>
<thead>
<tr>
<th>THEOLOGICAL/SPIRITUAL INTERPRETER</th>
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<tbody>
<tr>
<td><strong>X</strong> 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.</td>
<td><strong>X</strong> 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.</td>
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<tr>
<td><strong>X</strong> 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.</td>
<td><strong>X</strong> 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.</td>
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<tr>
<td><strong>X</strong> 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.</td>
<td><strong>X</strong> 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.</td>
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<thead>
<tr>
<th>COMMUNICATION</th>
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<tbody>
<tr>
<td><strong>Communicator</strong> - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.</td>
<td><strong>Bilingual</strong> – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.</td>
</tr>
<tr>
<td><strong>X</strong> 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.</td>
<td><strong>Media Communicator</strong>: Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)</td>
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<tr>
<td><strong>X</strong> Technologically Savvy - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.</td>
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<thead>
<tr>
<th>ORGANIZATIONAL LEADERSHIP</th>
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<thead>
<tr>
<th>Advisor</th>
<th>Change Agent</th>
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<tbody>
<tr>
<td>Advisor – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.</td>
<td>Change Agent – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.</td>
<td>Change Agent</td>
<td>Change Agent</td>
</tr>
<tr>
<td>Contextualization – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.</td>
<td>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.</td>
<td>Cultural Proficiency</td>
<td>Cultural Proficiency</td>
</tr>
<tr>
<td>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.</td>
<td>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.</td>
<td>Entrepreneurial</td>
<td>Entrepreneurial</td>
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<tr>
<td>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.</td>
<td>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.</td>
<td>Task Manager</td>
<td>Task Manager</td>
</tr>
<tr>
<td>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.</td>
<td>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.</td>
<td>Decision Making</td>
<td>Decision Making</td>
</tr>
<tr>
<td>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.</td>
<td>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.</td>
<td>Strategy and Vision</td>
<td>Strategy and Vision</td>
</tr>
<tr>
<td>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.</td>
<td>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.</td>
<td>Funds Developer</td>
<td>Funds Developer</td>
</tr>
<tr>
<td>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.</td>
<td>Collaboration</td>
<td>Collaboration</td>
<td>Collaboration</td>
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### INTERPERSONAL ENGAGEMENT

| **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. |

| **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. |

| **X 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. |
| **X 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. |

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

### Housing Types

- _____ Manse  
- **Housing Allowance**  
- _____ Open To Either (Manse or Housing Allowance)  
- _____ Not Applicable *(For Non-pastoral Positions Only)*

Revised 3/2016
*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. David Hoffmann  
Address: 6220 Cabin Branch Drive, Durham, NC 27712  
Phone Numbers:(630)740-7429  
Relation: Former Associate Pastor  
E-mail: davidh2106@gmail.com

Name: Miguel Angel Ortiz & Angelica Montero-Ortiz  
Address: 1727 Balmoral Lane, Montgomery, IL 60538  
Phone Numbers: 630-263-0314  
Relation: ICUC  
E-mail: angelicamontero77@yahoo.com

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Name: Barbara and Hilton Duncan  
Address: 4837 Rattlesnake Ridge, Stearns, KY 42647  
Phone Numbers: 606-310-6977  
Relation: Kentucky-based Mission  
E-mail: hiltonbarb@hotmail.com  

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

Name: Jamie DeLuca & Melissa Ferguson  
Address______________________________________________________________  
City________________________ State_________ Zip Code _______________  
Preferred Phone :630-359-3935 (Jamie) (630)247-4531 (Melissa)  
Alternate Phone ______________________________________________________  
E-mail Address for PNC Communications (required): pncoflombard@gmail.com  

**ENDORSEMENTS**

Pastor Nominating Committee/  
Search Committee___________________________________________ Date__________  

_Signature_  

Clerk of Session___________________________________________ Date__________  

_Signature_  

Presbytery___________________________________________ Date__________  

_Signature_  

Revised 3/2016