



**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 P03775 \_\_\_\_\_  
Ministry Name First Presbyterian Church of Canby \_\_\_\_\_  
Mailing Address 311 St. Olaf Ave. N. \_\_\_\_\_  
City\_\_ Canby\_\_\_\_\_ State MN\_\_\_\_\_ Zip Code 56220 \_\_\_\_  
Telephone Number\_\_(507)223-5148\_\_\_\_\_ Fax Number (507)223-5148  
Email fpccanby@gmail.com \_\_\_\_\_  
Web site www.fpccanby.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 \_\_\_\_\_ 30 \_\_\_\_\_



Church School Attendance 18

Church School Curriculum Cokesbury

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.*

2 American Indian or Alaska Native

     Asian

     Black or African American (African Native, Caribbean)

2 Hispanic Latino/Latina, Spanish

     Middle Eastern

     Native Hawaiian or Other Pacific Islander

96 White

Other                                     

Presbytery Minnesota Valley Synod Lakes and Prairies

**Community Type (select one)**

     College

     Rural

     Suburban

     Small City

X      Town

     Urban

     Village

     Recreation

     Retirement

     N/A

**Clerk of Session Contact Information:**

Name Marge Frazier

Address 102 Meadow Lane

City Canby State MN Zip Code 56220

Preferred Phone (507)223-5029 Alternate Phone                                     

E-mail mfrazier@gmail.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)**

<u>Years of Experience</u>	<u>Position Type</u>	<u>Years of Experience</u>	<u>Position Type</u>
X No yrs	Solo Pastor		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 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**

\_\_\_\_\_ Full Time                      X\_\_\_\_\_ 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**

<input checked="" type="checkbox"/> 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

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**Mission Statement**

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

**Our mission is to reach out to other people in the name of God, bringing God's love to each other, to our community, and to our world.**





## 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.

Our ultimate vision is to care for our own congregation's spiritual growth and share this commitment to our local and global communities. Members of our congregation have been reenergized through the growth in our youth presence and participation. We can make an impact in our community by promoting our youth and instilling in them the importance of church life. As always, we accept all individuals that share this spirit of faith, love, and hope as guided through scripture. Our First Presbyterian Church lives out our mission by a variety of means including 1) Christian Education for all ages, 2) Deacon and Elder calls, 3) opportunities for youth participation such as confirmand classes, summer camp, and visual tech services, 4) involvement in a local youth organization, 5) hosting fundraising events for missions, and 6) an affiliation with a Central American sister church.
2. How do you feel called to reach out to address the emerging needs of your community or constituency?

Our active congregation reaches out in a variety of additional ways to support our community's spiritual growth... meals on wheels, homebound connection and local food shelf participation. As we transition out of covid, we make an effort to keep our church's visibility by occasional services in the adjacent park in addition to youth fundraising events. We remain open to reintroducing past programs, such as "All By Myself" meetings.
3. How will this position help you to reach your vision and mission goals? We envision a pastor who will nurture our adults and youth to create a warm, welcoming, inviting church in our rural community. Our new pastor will be a solid communicator at the pulpit and within our congregation. They will be an approachable mentor for all ages, the Session, and corresponding committees.
4. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.

Our new pastor will use their spiritual wisdom and good judgment in an increasingly technological world, to connect with our congregation and community. Our pastor will provide effective energy by cultivating the interests of all ages. We envision someone with a hopeful and spiritual ministry who can lead and inspire all of our members to believe "Anything Can Happen"!
5. For what specific tasks, assignments, and programs areas will this person have responsibility?

  - Be a shepherd and know us all by name
  - Reach out to individuals on social media and other means
  - Provide clear and effective sermons within meaningful worship services



- Outreach to homebound and ailing members as needed
- Work with the session as moderator to support church governance
- Communicate and lead the spiritual and individual development of those that are deacons and elders
- Foster individual growth within our congregation through pastoral guidance and supporting the Holy Spirit to be received by each member

### **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)



**\*LEADERSHIP COMPETENCIES**

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

<b>THEOLOGICAL/SPIRITUAL INTERPRETER</b>	
	<p><b>Compassionate</b> – 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.</p>
X	<p><b>Preaching and Worship Leadership:</b> 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.</p>
	<p><b>Hopeful</b> – 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.</p>
X	<p><b>Spiritual Maturity:</b> 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.</p>
	<p><b>Lifelong Learner</b> – 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.</p>
	<p><b>Teacher</b> – 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.</p>
<b>COMMUNICATION</b>	
X	<p><b>Communicator</b> - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.</p>
	<p><b>Bilingual</b> – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.</p>
	<p><b>Public Communicator</b> - 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.</p>
	<p><b>Media Communicator:</b> Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)</p>
X	<p><b>Technologically Savvy</b> - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.</p>
<b>ORGANIZATIONAL LEADERSHIP</b>	





	<b>Advisor</b> – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.	X	<b>Change Agent</b> – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.
	<b>Contextualization</b> – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.		<b>Culturally Proficient</b> – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.
	<b>Externally Aware</b> - 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.		<b>Entrepreneurial</b> - 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.
	<b>Risk Taker</b> – 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.		<b>Task Manager</b> - 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.
	<b>Willingness to Engage Conflict:</b> 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.	X	<b>Decision Making:</b> 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	<b>Organizational Agility:</b> 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.		<b>Strategy and Vision:</b> 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.
	<b>Financial Manager</b> – 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.		<b>Funds Developer</b> – 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.
	<b>Collaboration:</b> 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.		



<b>INTERPERSONAL ENGAGEMENT</b>		
<b>X</b>	<b>Interpersonal Engagement</b> - 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.	<b>Bridge Builder</b> – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
	<b>Motivator</b> - 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.	<b>X</b>
	<b>Initiative:</b> 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.	<b>X</b>
	<b>Self Differentiation:</b> 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.	
		<b>Personal Resilience:</b> 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
		<b>Flexibility</b> - 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.

**\*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 \$ 27,540 \_\_\_\_\_

Maximum *Effective* Salary \$30,600 \_\_\_\_\_

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?

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 Stan Menning \_\_\_\_\_

Address 1199 Pine Street, Dawson, MN 56232 \_\_\_\_\_

Phone Numbers (320)266-9610 \_\_\_\_\_

Relation Pulpit supply \_\_\_\_\_

E-mail smenning0@gmail.com \_\_\_\_\_

Name Steve Tyykila \_\_\_\_\_

Address 1008 G. Ave., Grundy Center, IA 50638 \_\_\_\_\_

Phone Numbers (651)341-5336 \_\_\_\_\_

Relation Previous pastor \_\_\_\_\_

E-mail styykila@gmail.com \_\_\_\_\_



Name Pamela Prouty \_\_\_\_\_  
Address 125 Knollwood Dr., Redwood Falls, MN 56283 \_\_\_\_\_  
Phone Numbers (507)640-1372 \_\_\_\_\_  
Relation Stated Clerk. Minnesota Valley Presbytery \_\_\_\_\_  
E-mail pam@minnesotavalleys.org \_\_\_\_\_

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

Name \_\_\_\_\_ Doug Frazier \_\_\_\_\_  
Address \_\_\_\_\_ 102 Meadow Lane \_\_\_\_\_  
City \_\_\_\_\_ Canby \_\_\_\_\_ State \_\_\_\_\_ MN \_\_\_\_\_ Zip Code \_\_\_\_\_ 56220 \_\_\_\_\_  
Preferred Phone \_\_\_\_\_ (507) 828-7827 \_\_\_\_\_  
Alternate Phone \_\_\_\_\_ (507)223-5029 \_\_\_\_\_  
E-mail Address for PNC Communications (required): \_\_\_\_\_ dougfrazier@hotmail.com \_\_\_\_\_  
\_\_\_\_\_

**ENDORSEMENTS**

Pastor Nominating Committee/  
Search Committee \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Presbytery \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*