



Westminster Presbyterian Church  
Everett, WA  
Pastoral Opportunity Profile

## **OVERVIEW**

Westminster Presbyterian Church (PCA) of Everett WA seeks a pastor to act as Christ's under shepherd of our congregation. Stepping in as the 9th pastor of this 120-year-old congregation, our next pastor will serve alongside us by exercising his strengths in prayer, preaching, teaching, outreach, discipleship, and pastoral visitation. He should be "a man full of faith and the Holy Spirit" (Acts 6:5), committed to piety that is exercised through a disciplined personal devotional life, well grounded in Reformed theology, and able to communicate freely with people of diverse ages and backgrounds. He should have a strong desire for evangelism, preaching Christ from all of scripture, and worship leadership.

In addition to meeting requirements prescribed by the PCA Book of Church Order, the candidate's beliefs must be consistent with the Westminster Confession of Faith and the Larger and Shorter Catechisms of 1647, the Bible itself being our only infallible rule of faith and practice. His personal and professional conduct must be above reproach.

### **Description of Desired Strengths:**

#### **PRAYER**

Recognizing his complete dependence upon God to guide his ministry and supply his strength as a shepherd, the applicant will have a developed and earnest prayer life. Indeed, may it be said of him that his prayer habits reflect that of his master such that some are left looking for him at times (Mark 1:35-37).

#### **PREACHING**

Proclamation of the Word is central to worship at WPC. Through it, God is glorified and Christ is lifted up with urgency and conviction. The applicant aims to apply divine truth to the whole range of the believer's personal experience including relationships with family, the church, and the world around him or her. High priority of the pastor's time is placed on sermon preparation.

## **TEACHING**

The pastor accepts an active teaching role, interpreting and teaching the Scriptures, theological concepts, history of the Church and current events; provides instruction for Church Officers' educational leaders, and new members. He should show us how matters ought to go, how they do go, and what the goal of the Christian life is, thus applying Scripture to every area of our lives. This should involve Christian Education that meets the needs of our members: families, youth, seniors, and single adults.

## **OUTREACH**

The pastor and congregation share their faith in Christ as personal Savior. They will seek to lead others within and outside the church to accept Jesus Christ. The congregation is informed and trained to establish effective outreach strategies for the church including building a culture of hospitality to the stranger within your gates.

## **DISCIPLESHIP**

Our pastor will promote discipleship among our people. He will train and equip believers for personal growth in grace and knowledge of Jesus Christ.

He will also encourage development of talents and use of spiritual gifts. The pastor will lead the congregation in a lifelong, personal pursuit of the fruit of the Spirit within a like-minded community of faith that is corporately committed to being and making other disciples.

## **PASTORAL VISITATION**

Church officers and the pastor develop and carry out a systematic plan for visitation of the entire congregation with special attention to prospective members and those with special needs. He will visit those in hospitals or emergency situations. This can be done with a network of people to keep him and others informed of crisis situations so that the needs of the ill and bereaved are met.

### **Additional desired strengths:**

## **MINISTRY TO SENIORS**

The pastor will minister to the needs of the seniors in our congregation through home visitation and participation in the different ministries toward seniors such as the senior lunch.

## **WORSHIP LEADERSHIP**

The pastor and session will work to develop a rich worship life, educating the congregation for meaningful participation. In consultation with the Music committee, the pastor will assist in integrating the music with the message.

## **SPECIFIC REQUIREMENTS**

1. Family support for this call to ministry.
2. Graduate degree from a theological seminary or divinity school.
3. If not a member in good standing of the Pacific Northwest Presbytery, must be ordained or able to be ordained in the PCA and licensed by the PNW Presbytery.
4. Proven ability to work as a servant-leader with the session, staff and volunteers.
5. Experience or understanding of worship, to include historical elements of worship, liturgy and music.

## **BASIC RESPONSIBILITIES**

1. Prepare and deliver sermons and Bible studies.
2. Lead worship services, working with the session, deacons, staff and others.
3. Administer the sacraments and officiate at weddings and funerals.
4. Provide leadership in developing a prayerful congregation
5. With the Session, provide direction for all church ministries and Christian education.
6. Develop ministries for community outreach, evangelism and missions.
7. Offer counsel and spiritual guidance to church members and regular visitors.
8. Mentor, develop, and recruit church officers, staff, and volunteers.
9. Engage with our presbytery and become involved in its activities.

## **HOW TO APPLY**

Interested applicants should send the following materials to [wpcae@frontier.com](mailto:wpcae@frontier.com) Applicants may also mail to:

Westminster Presbyterian Church  
Attn: Pastoral Search Committee  
2531 Hoyt Ave.  
Everett WA, 98201  
(425) 252-3757

Please include the following:

1. Cover letter that explains your interest in serving the body at WPC Everett, your reasons for relocating/pursuing a new call, and detailing exceptions, if any, you take with the Westminster standards.
2. Resume
3. List of at least 3 references – Personal, academic/pastoral
4. PCA Ministerial Data Form or equivalent
5. Internet links to your most recent sermon as well as a second sermon of your choice. If possible, please include a New Testament and Old Testament sermon. Also, if possible, include links to video of sermon(s).



Office of the Stated Clerk  
1700 North Brown Road, Suite 105, Lawrenceville, GA 30043  
Phone 678-825-1000 Email: [pastorsearch@pcanet.org](mailto:pastorsearch@pcanet.org)

**CHURCH PROFILE FORM**

Revised 8/2017



Check here if you would like to be added to our Ministry Opportunity List  
([www.pcaac.org/get-involved/pastoral-job-positions/](http://www.pcaac.org/get-involved/pastoral-job-positions/))

**PART I -- BASIC DATA**

1. NAME OF CHURCH: Westminster Presbyterian Church, Everett

ADDRESS: 2531 Hoyt Avenue, Everett, WA 98201

TELEPHONE: 425-252-3757

PRESBYTERY: Pacific Northwest

2. NAME OF PULPIT COMMITTEE CONTACT PERSON: Dan Shakelford

MAILING ADDRESS: 2531 Hoyt Avenue, Everett, WA 98201

TELEPHONE: 425-381-5758

EMAIL: shiloshack@yahoo.com

3. TYPE OF COMMUNITY

- Inner City \_\_\_\_\_
- Urban (Downtown) Urban X
- (Residential) Suburban \_\_\_\_\_
- Small Town \_\_\_\_\_
- Rural \_\_\_\_\_
- College X
- Retirement \_\_\_\_\_
- Resort/Recreational \_\_\_\_\_
- Military x

4. TYPE OF CHURCH

- Church with Multiple Staff x
- Church with Solo Pastor \_\_\_\_\_
- Mission Church \_\_\_\_\_
- Non-PCA Church Overseas \_\_\_\_\_
- Church \_\_\_\_\_

5. SIZE CHURCH

- Under 100 members \_\_\_\_\_
- 101-250 members x
- 251-500 members \_\_\_\_\_
- 501-800 members \_\_\_\_\_
- 801-1,000 members \_\_\_\_\_
- 1,001-1,600 members \_\_\_\_\_
- Over 1,600 members \_\_\_\_\_

6. TYPE OF POSITION VACANT

Pastor (Solo) \_\_\_\_\_  
 Senior Pastor   x    
 Associate Pastor \_\_\_\_\_  
 Assistant Pastor \_\_\_\_\_  
 Interim or Supply \_\_\_\_\_  
 Lay Professional \_\_\_\_\_  
     (e.g. Educator, Musician)  
 Pastoral Counselor \_\_\_\_\_

7. CONGREGATIONAL INFORMATION

Average Attendance   80        During Covid: 20 in seat, 25 households on zoom  
 # of Adults over 65   45    
 # of Adults under 65   40    
 # of Teens     9    
 Number of Children   16  

8. FINANCIAL INFORMATION

	2019	2020 Covid-19 Shutdown
Total Income	<u>\$243,895</u>	\$252,627
Benevolent Disbursements	<u>\$19,358</u>	\$19,080
Church Expenses	<u>\$119,650</u>	\$112,053
Ministers Compensation Package	<u>\$112,000</u>	\$23,150 *PT associate and pulpit supply

9. MANSE:

(a) Does the church have a manse? \_\_\_Yes xNo    (b) If "yes," is the pastor expected to live in the manse? \_\_\_Yes \_\_\_No

10. SCHOOL:

Does the church own or operate a school? \_\_\_Yes xNo

11. PROGRAMS AND OUTREACH \*on hold during the Washington state Covid-19 restrictions

WIC _____	Choir* _____
Men's Breakfast* _____	Game Night* _____
Sunday School* _____	Sewing room* _____
Senior Lunches* _____	Weekly Prayer Team* _____
Summer Family Camp* _____	Community Bible Study _____
Community concerts* _____	Library* _____
VBS* _____	

**PART II -- PASTOR CRITERIA DESIRED**  
**(Check all that apply)**

A. YEARS OF MINISTRY EXPERIENCE REQUIRED (may include ordained or nonordained experience):

None needed \_\_\_\_\_  
 1-5 \_\_\_\_\_  
 5-10   x    
 10-20   x    
 Over 20 \_\_\_\_\_  
 No preference \_\_\_\_\_

B. Marital Status:

Single \_\_\_\_\_  
 Married \_\_\_\_\_  
 No preference   x

### PART III -- CONGREGATIONAL PRIORITIES

THE CONGREGATION PLACES PRIORITIES FOR THIS MINISTER ON THE FOLLOWING:

Check no more than six (6) of the following twenty activities to indicate the highest priorities for this ministerial position.

#### CHECK NO MORE THAN SIX (6)

1.  WORSHIP LEADERSHIP: Pastor and Session work to develop a rich worship life, educating the congregation for meaningful participation.
2.  PROCLAMATION OF THE WORD: The word of God is preached with urgency and conviction, bringing it to bear on the changing needs of individuals, the community, and the world. High priority of pastor's time placed on sermon preparation.
3.  SPIRITUAL DEVELOPMENT OF MEMBERS: Pastor shares members' struggles regarding the Christian faith, with opportunity provided for individuals and groups to reflect on beliefs, concerns, doubts regarding Christian understanding of the spiritual dimensions of life.
4.  CONGREGATIONAL VISITATION: Church officers and pastor develop and carry out a systematic plan for visitation of the entire congregation with special attention to prospective members and those with special needs.
5.  HOSPITAL OR EMERGENCY VISITATION: Those in hospitals or emergency situations are regularly visited; network developed to keep pastor and others informed of crisis situations; needs of ill or bereaved are met.
6.  CONGREGATIONAL FELLOWSHIP: Emphasis placed in developing fellowship, helping members to know one another; groups encouraged which give members the opportunity to love and support one another.
7.  COUNSELING SERVICE: A counseling program initiated for assisting those in and outside the Church; appropriate referrals made when needed.
8.  EVANGELISM: Pastor and congregation share faith in Christ as personal Savior in total lifestyle; seek to lead others within and outside the Church to accept Jesus Christ; congregation is informed, trained, helped to establish effective evangelism programs for the church.
9.  DISCIPLESHIP TRAINING
10.  ENCOURAGING THE MINISTRY OF THE LAITY: Creative ideas and directions developed together with the Session; many persons with appropriate skills stimulated to become involved in services.
11.  MISSION BEYOND THE LOCAL COMMUNITY: Awareness of the Church's worldwide mission and opportunities for corporate and individual involvement; specific projects identified: persons challenged to support, study and/or visit mission programs on six continents.
12.  DEVELOPMENT AND SUPPORT OF EDUCATION AND TRAINING PROGRAM: Session and pastor identify the educational needs of persons of all ages and backgrounds, developing programs to meet needs; church education supported; educational goals are congruent with the total mission of the Church.
13.  TEACHING RESPONSIBILITY: Pastor accepts an active teaching role, interpreting and teaching the Scriptures, theological concepts, history of the Church and current events; provides instruction for Church Officers; educational leaders, and confirms new members.
14.  INVOLVEMENT IN LOCAL COMMUNITY PROBLEMS AND ACTIVITIES: Concern for identifying social problems in the community; work done with groups seeking solutions. Time and skills committed to community groups. Information and encouragement provided which enable members to become informed and involved.

15.  CONGREGATIONAL COMMUNICATION: Two-way communication encouraged, information gathered and shared that will assist problem solving and decision making; varying opinions elicited and all encouraged to listen to opposing points of view.
16.  ADMINISTRATIVE LEADERSHIP: Pastor accepts appropriate administrative responsibilities, in climate of delegated tasks and shared leadership; volunteers and professional staff encouraged to use their ideas and skills. Work done on developing accountability.
17.  STEWARDSHIP AND COMMITMENT PROGRAMS: Session and pastor develop a planned stewardship education program to communicate the financial needs of the local church and mission beyond the local church; congregation challenged to commitment to Church's work.
18.  EVALUATION OF PROGRAM AND STAFF: Systematic procedures used to evaluate programs and staff performance in accord with goals and objectives. Others trained to use these skills. Regular assessment and evaluation.
19.  CONGREGATIONAL AND DENOMINATIONAL RESPONSIBILITY: Value placed on balance between local church and Assembly responsibilities. Congregation and Session know and are involved in the work of the denomination.
20.  DIACONAL MINISTRIES: Ministering to the needs of those inside and outside of the Church.

**PART IV -- PASTORAL MINISTRY STRENGTHS OR EXPERIENCE DESIRED**

Please check **NO MORE THAN SIX (6)** primary pastoral ministry strengths or experience expected for this position.

- |   |  |  |  |  |
|---|--|--|--|--|
| <input checked="" type="checkbox"/> Preaching           | <input checked="" type="checkbox"/> Teaching | <input checked="" type="checkbox"/> Evangelism     | <input checked="" type="checkbox"/> Discipleship | <input type="checkbox"/> Worship Leadership    |
| <input type="checkbox"/> Team Work                      | <input type="checkbox"/> Counseling          | <input type="checkbox"/> Youth Work                | <input type="checkbox"/> Leadership Training     | <input type="checkbox"/> Church Administration |
| <input type="checkbox"/> Christian Education            | <input type="checkbox"/> Singles Ministry    | <input type="checkbox"/> Stewardship               | <input type="checkbox"/> Diaconal Ministry       | <input type="checkbox"/> Ministry to Seniors   |
| <input checked="" type="checkbox"/> Pastoral Visitation | <input type="checkbox"/> Community Service   | <input type="checkbox"/> College & Career Ministry |  |  |
| <input type="checkbox"/> Prayer                         |  |  |  |  |