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/)

PART I -- BASIC DATA

1. NAME OF CHURCH: _______________________________________________________________________
   Grace Reformed Presbyterian Church
   ADDRESS: ________________________________________________________________________________
   1602 Linden Lane
   Relay, MD 21227
   TELEPHONE: __410-247-4088__  PRESBYTERY: __Chesapeake__

2. NAME OF PULPIT COMMITTEE CONTACT PERSON: ________________________________________________________________________
   Diane Darchicourt
   MAILING ADDRESS: ________________________________________________________________________
   212 Elpin Drive, West
   Catonsville, MD 21228
   TELEPHONE: __443-204-5925__  EMAIL: __dianedarch@gmail.com__

3. TYPE OF COMMUNITY
   Inner City
   Urban (Downtown)
   Urban (Residential)
   Suburban __X__
   Small Town
   Rural
   College
   Retirement
   Resort/Recreational
   Agriculture

4. TYPE OF CHURCH
   Church with Multiple Staff
   Church with Solo Pastor __X__
   Mission Church
   Non-PCA Church
   Overseas Church

5. SIZE CHURCH
   Under 100 members __X__
   101-250 members
   251-500 members
   501-800 members
   801-1,000 members
   1,001-1,600 members
   Over 1,600 members

Please submit your 4 application documents to:
grpcpastor1search@gmail.com
6. TYPE OF POSITION VACANT
   Pastor (Solo)      X
   Senior Pastor     
   Associate Pastor  
   Assistant Pastor  
   Interim or Supply 
   Lay Professional  
   (e.g. Educator, Musician)
   Pastoral Counselor

7. CONGREGATIONAL INFORMATION
   Average Attendance  30-40, in person and online
   # of Adults over 65  11
   # of Adults under 65 26
   # of Teens          4
   Number of Children  10

8. FINANCIAL INFORMATION
   Below are yearly averages over the last 3 FULL years (2018-2020). Keep in mind that 2020 was very unusual.
   Total Income              $221.6K
   Benevolent Disbursements  $ 4.5K *  
   Church Expenses           $213.5K    * Budgeted only. Does not include undisclosed “Faith Promise”
   Ministers Compensation Package $85K to $95K depending on experience & skills

9. MANSE:
   (a) Does the church have a manse? ___Yes X No
   (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 X No

11. PROGRAMS AND OUTREACH
    Adult Sunday School
    Children’s Church
    Community Groups
    English as a Second Language
    Living Nativity
    Men’s Discipleship Group
    Sermons published on SermonAudio website.
    Support PCA and other evangelical missionaries.
    Vacation Bible School
    Women’s Discipleship Group

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  X
   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. **X** WORSHIP LEADERSHIP: Pastor and Session work to develop a rich worship life, educating the congregation for meaningful participation.

2. **X** 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. **X** 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. **X** 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. **X** 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.

<table>
<thead>
<tr>
<th></th>
<th>Preaching</th>
<th>Teaching</th>
<th>Evangelism</th>
<th>Discipleship</th>
<th>Worship Leadership</th>
<th>Team Work</th>
<th>Counseling</th>
<th>Youth Work</th>
<th>Leadership Training</th>
<th>Church Administration</th>
<th>Christian Education</th>
<th>Singles Ministry</th>
<th>Stewardship</th>
<th>Diaconal Ministry</th>
<th>Ministry to Seniors</th>
<th>Pastoral Visitation</th>
<th>Community Service</th>
<th>College &amp; Career Ministry</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>


I. Position Title: Pastor, Grace Reformed Presbyterian Church

II. Position requirements: An ordained teaching elder in the Presbyterian Church in America (or someone who is ordainable) who is equipped to pastor a congregation which is located in a suburban context near a major urban area in the Mid-Atlantic region. This man must maintain a balanced life characterized by a healthy personal walk with Jesus, solid family life, and good reputation in the greater society in accordance with the New Testament elder qualifications listed in 1 Tim. 3 and Tit. 1.

III. Accountability: Accountable to the fellow elders of Grace Reformed Presbyterian Church and the Chesapeake Presbytery of the PCA.

IV. Focus:

A. To maintain healthy personal and family life
   To be a godly man who prays for and with his family. Leading them into the presence of Christ daily. Is equipping his wife and family with the word of God with a view to making disciples who will make disciples. He should see his family as his first and most important ministry. This means guarding against overextension by honoring the Lord and his family with a regular day of rest and planned time off. This means taking 4 weeks off and 2 weeks of study each year.

B. To “work” 50 hours a week. Due to the nature of ministry, each week will look a little different. However, a general breakdown of the pastor’s hours at Grace Reformed should look like this:

   1. Prayer and personal study 10 hours
   2. Worship, including preparation 5 hours
   3. Sermon and Teaching, including preparation 15 hours
   4. Personal Evangelism/Outreach Activity 6 hours
   5. Personal Discipleship/Counseling/Shepherding Care 4 hours
   6. Oversight: Session, Discipleship, Evangelism and Missions 5 hours
   7. Church Administration: Staff meetings, session meetings, congregational meetings, etc. 3 hours
   8. Presbytery meetings, committees 2 hours

These 8 priorities are listed by order of their relative importance. Here is a description of what is involved in each of these duties:

Prayer and Personal Study 10 hours
The Pastor’s task begins in the study. Acts 6 reminds us that godly ministry involves prayer and the word of God. This is not time spent in preparation of sermons and lessons. This is that time where you are being personally challenged by the Holy Spirit by what is there for you and your family in your specific life context.

Worship 5 hours
The pastor has final word on what the weekly worship service looks like. This can be delegated to others who have been trained. But he is ultimately responsible. Then he is to regularly preach, administer sacraments, plan and execute special seasonal service, etc.

Sermon and teaching preparation 15 hours
The Teaching Elder is to be distinguished as the theological final word in a congregation. The time he spends with God in prayerfully studying of the word gives him the ability to have a world view that is saturated with God’s thoughts. More than anyone else in the congregation, he should be able to rightly handle the word of truth.
Personal Evangelism/Outreach
The effective pastor is expected to leave his office and get out into the world interacting with lost people. Whether in the community or other circles of relationships, the pastor needs to be regularly praying for and sharing the gospel with those who have not yet embraced Christ. Neighbors, strangers, family, people at the gym...He should have his eyes open to hurting people, seeking to share the good news of Christ with unbelievers.

Shepherding Care
One on one ministry with members is essential as are other types of spiritual formation activities. Disciple-making, and leadership development are also important tasks for the pastor. Occasions such as weddings, funerals, are important times in a family’s life and most members would anticipate that the pastor would have a part in leading these activities. Premarital counseling is always essential. Short term counseling can be helpful in some instances. But long-term needs should be referred to trusted professional counselors.

Ministry Oversight:
The Pastor takes care of the fellow Elders while also helping shepherd the Deacons and staff. He supervises or directly oversees the various ministries of the church such as the weekly Prayer Meeting, Small Groups, Sunday School, Youth groups, the Children’s Ministry, the Nursery and the Missions committee. Mature members serve as volunteer leaders in many of these areas and Ruling Elders should assist in this oversight. Ultimately the pastor needs to have a role in assuring that these programs are run effectively and are achieving the desired goals.

Church Administration:
The Pastor is to supervise the part-time staff: The Administrative Assistant and the Music Director. He should assist them in executing their duties and be a liaison between them and the session. He leads the men in the session and deacon board, moderating their meetings as well as congregational meetings.

Chesapeake Presbytery
The Pastor is expected to participate in the meetings and activities of the Chesapeake Presbytery, serving on a committee or being in 1-1 meetings with fellow elders. He should stay abreast of denominational issues and participate in General Assembly at least every other year. He is to be a key liaison between Grace Church and the greater PCA regional and national church world.