

Church Information Form (Part II) Step 1 of 7

Church/Organization ID _____ 01436 _____

Church/Organization Name, City, State _____ Eastminster Presbyterian Church, Ventura, CA _____

Position To Be Filled (select one)

- | | |
|---|---|
| <input type="checkbox"/> Associate Pastor (Christian Education) | <input type="checkbox"/> Minister of Music (ordained) |
| <input type="checkbox"/> Associate Pastor (Youth) | <input type="checkbox"/> Mission Pastor |
| <input type="checkbox"/> Associate Pastor (Young Adult) | <input type="checkbox"/> Pastor-parish |
| <input type="checkbox"/> Associate Pastor (Other) | <input type="checkbox"/> Pastor (Solo) |
| <input type="checkbox"/> Campus Minister | <input type="checkbox"/> Pastor (Head of Staff) |
| <input type="checkbox"/> Chaplain | <input type="checkbox"/> Pastor (New Church Development/Fellowship) |
| <input type="checkbox"/> Christian Educator (non-ordained) | <input type="checkbox"/> Pastor (Redevelopment/Transformation) |
| <input type="checkbox"/> College/Seminary faculty | <input type="checkbox"/> Pastor-shared ministry (between a church and another organization) |
| <input type="checkbox"/> College/Seminary staff | <input type="checkbox"/> Pastor (Tentmaker/Part-time) |
| <input type="checkbox"/> Co-Pastor | <input type="checkbox"/> Pastor (Yoked field) |
| <input checked="" type="checkbox"/> Designated Pastor | <input type="checkbox"/> Pastoral Counselor |
| <input type="checkbox"/> Director of Music (non-ordained) | <input type="checkbox"/> Presbytery/Synod executive |
| <input type="checkbox"/> Executive Pastor | <input type="checkbox"/> Presbytery/Synod program staff |
| <input type="checkbox"/> Interim Associate Pastor | <input type="checkbox"/> Presbytery/Synod Stated Clerk |
| <input type="checkbox"/> Interim Ministry (Governing Body) | <input type="checkbox"/> Youth Director (Non-ordained) |
| <input type="checkbox"/> Interim Pastor | |

Specify Title (if appropriate) _____

Specify whether experience in the specified position is "Required" or "Desired".

_____ Required Desired

Employment Status

Full Time _____ Part Time _____ Open to Either

Years of Experience Desired

_____ First Ordained Call _____ less than 2 years _____ 2 years or more
 4 years or more _____ 6 years or more _____ 8 years or more

Language Requirements

English _____ Spanish _____ Korean _____ Mandarin Chinese
_____ Japanese _____ Cantonese _____ Taiwanese _____ Other

Deadline date for this CIF, if any: N/A

CIF (Part II) - Step 2 of 7

Is this a yoked congregation? No Yes (If yes, please complete the Yoked Congregation Details Form)

CIF (Part II) - Step 3 of 7

Brief Church Mission Statement: *Please limit your response to no more than 1500 characters including spaces and punctuation.*

“Eastminster Presbyterian Church is a Christ-centered church, committed to leading people to a personal relationship with Jesus Christ our Lord and Savior by gathering to worship, making and deploying disciples, ministering to families and building community.

We invite all people to walk with us on this journey of faith.”

Narrative Questions: *For each narrative question, please limit your responses to no more than 1500 characters including spaces and punctuation.*

Please write a brief description of your church/organization programs or accomplishments.

Weekly programs include worship, Sunday school and youth ministry. EPC operates a preschool enrolling 120 children.. Working jointly with Project Understanding, EPC's tutoring center serves 91 students each week utilizing 45 volunteers. Church events include retreats and various fellowship and outreach events. Our worship services have moved outside for five weeks each summer to a large tent utilizing special speakers and musical talent.

Family events have included campouts and "Parents Night Out". With a congregation predominately 45 years of age or older, EPC seeks to increase our efforts to welcome and nurture families.

EPC sponsors and sends missionaries on short-term international projects. The youth group devotes spring break to a mission trip (Mexico, San Francisco). Each fall EPC plans a missions trip involving all ages. We sponsor various local organizations and a long-term missionary family in India.

Members of EPC are involved in various local outreach and social action programs (Young Life, Project Understanding, Tender Life, etc.) as well as global short-term missions (IMPACT, PCUSA).

Prayer is an important part of our church life as evidenced by monthly prayer meetings, prayer training, and an active prayer chain.

EPC is considering how we develop and maintain programs. For most of our history, the pastoral staff of the church planned and executed the programs of the church, and now we are questioning whether or not this is limiting our ability to broadly involve the congregation, to develop new leaders and to properly disciple our congregation.

Describe what gifts, skills and experiences your congregation possesses to fulfill its mission.

A high percentage (over 25%) of members work in the helping and caring professions (e.g., teachers, therapists, health care providers), enabling Eastminster to minister to the varied needs in our community.

Gifted teachers provide challenging classes for adults, youth, and children. Our family outreach efforts with Vacation Bible School and Sonshine Preschool are fully enrolled due to many dedicated teachers and volunteers.

A significant building project completed in 1999 exhibits not only our strong lay leadership, but also a deep generosity within this congregation.

EPC is blessed with a range of gifts and talents in music and the arts that add beauty and inspiration to our worship including a part-time music director, choir, and three worship bands including one comprised of youth.

What are the key theological issues of our church and society that are reflected in the ministry of your congregation/organization?

We believe that the church is the body of Christ, both in its corporate life and in the lives of its individual members. EPC gives shape and substance to this truth in four ways:

- We seek to serve as Christ served, supporting the needy at home through local social action ministries, and abroad through mission participation and support.
- We experience the unity we have in Christ through ministries and activities that incorporate all generations equally in serving, worshiping and fellowshiping together, building community by nurturing and encouraging one another, and by our prayerful commitment to confronting sin and seeking reconciliation within relationships.
- We are committed to individually and collectively growing in Christ through ministries of education, small groups and service opportunities for all ages.
- We are striving to make our reformed faith relevant to the needs of the community and culture. In particular, we are striving to reach out to young families who are not connected with the community of faith.

CIF (Part II) - Step 4 of 7

References (Limit 3)

Below, please list three persons who know your congregation. You might list your Executive Presbyter, a Committee on Ministry Liaison person, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Name Kent Meads
Address 9780 Miracle Dr., Auburn, CA 95602
Phone Numbers (805) 444-9435
Relation Former Interim Pastor (8/1/02-12/30/04)
Email KentFMeads@yahoo.com

Name Dan Stevens
Address 810 Oxen Court, Paso Robles, CA 93446
Phone Numbers (805) 227-6639; (805) 541-6634
Relation Former pastor (6/13/76-5/31/02)
E-mail dstevens@lifewater.org

Name Tom Stephen
Address 56 N. Madrid, Newbury Pk, CA 91320
Phone Numbers (805) 375-1952
Relation Former Associate Pastor (9/29/96-5/28/04)
E-mail tomstephen@juno.com

Name Esther Smith
Address 371 N. Cottonwood St., Chandler, AZ 85225
Phone Numbers (480) 584-5065
Relation Former Associate Pastor (3/17/85-7/31/94)
Pulpit supply (February 6 - Mar 23, 2008)
E-mail egsmith63@aol.com

CIF (Part II) - Step 5 of 7

Position Description: *For each section please limit your response to no more than 1500 characters including spaces and punctuation.*

Major Responsibilities: *For what specific tasks, assignments, and program areas will this person have responsibility?*

The Pastor shall be called to provide general pastoral oversight of the Church, and charged with the following pastoral duties and responsibilities:

- In accordance with the Book of Order, work collaboratively with the worship committee to plan and lead the various worship services of the Church, including expository sermons with life application built on a firm scriptural foundation applied to life experiences and administer the Sacraments.
- Lead and enable staff and volunteers in ministry activities, focusing on evangelism, family ministries, local and world mission, and community building. Call and lead regular staff meetings, coordinating ministry and staff activities. Develop leadership skills in staff and lay leaders.
- Model by example the practices of prayer, study and spiritual disciplines that leads to their professional development and personal growth in the faith and love of Christ.
- Provide pastoral care and counseling where required and refer persons in need of specialized counseling to appropriate resources within the Church and the community. Train and oversee the deacons and elders and ensure that the sick and grieving in homes and hospitals are given proper spiritual nurture.

Description of characteristics and qualifications needed in a person who would fill this position.

Eastminster Presbyterian Church is seeking someone who:

- Is a Christ-centered, evangelical pastor whose sermons are built on a firm scriptural foundation and personal experience in struggling with the challenges of living with Christ as Lord.
- Through humility, is accessible to a diverse body and willing to invest in nurturing relationships that foster trust with individuals of all age groups.
- Is a leader and an administrator who will:
 - set a godly example
 - equip others to fulfill their responsibilities
 - develop leadership within the church body.
- Demonstrate joy over life in Christ.
- Has the vision and the energy to:
 - inspire, challenge and deepen relationships with Jesus Christ, moving us from concept to practice.
 - lead persons to share their faith in Christ as a personal savior
 - encourage individuals to participate within the church community.
 - pursue opportunities for local and global ministry.
- Is comfortable leading and participating in a variety of worship styles.
- Seeks God in all aspects of his/her life through prayer, time spent in the Word and fellowship with other believers.
- Has a compassionate and pastoral heart.

Primary Skill Choices: Select up to 10 skills from the list below. At least 1 skill, but not more than 4, must be marked as "Required". In addition, at least 1 skill must be marked as "Desired".

- | R | D | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Administrative Leadership |
| <input type="checkbox"/> | <input type="checkbox"/> | Adult Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget Preparation |
| <input type="checkbox"/> | <input type="checkbox"/> | Building Renovation/Property Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Children's Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Choir Directing |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Communication (Written/Oral) |
| <input type="checkbox"/> | <input type="checkbox"/> | Community Ministries |
| <input type="checkbox"/> | <input type="checkbox"/> | Community Service and Leadership |
| <input type="checkbox"/> | <input type="checkbox"/> | Conflict Management/Mediation Skills |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Communication |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Fellowship |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Home Visitation |
| <input type="checkbox"/> | <input type="checkbox"/> | Congregational Redevelopment/Transformation |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Corporate Worship/Sacraments |
| <input type="checkbox"/> | <input type="checkbox"/> | Counseling |
| <input type="checkbox"/> | <input type="checkbox"/> | Cultural Proficiency/Cross Cultural Collaboration |
| <input type="checkbox"/> | <input type="checkbox"/> | Curriculum Building |
| <input type="checkbox"/> | <input type="checkbox"/> | Defining Program Needs |
| <input type="checkbox"/> | <input type="checkbox"/> | Development of New Educational Experiences |
| <input type="checkbox"/> | <input type="checkbox"/> | Ecumenical and Interfaith Activities |
| <input type="checkbox"/> | <input type="checkbox"/> | Evaluation of Program and Staff |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Evangelism |
| <input type="checkbox"/> | <input type="checkbox"/> | Facility Management |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Family Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Financial Management |
| <input type="checkbox"/> | <input type="checkbox"/> | Fund Raising |
| <input type="checkbox"/> | <input type="checkbox"/> | Governing Body Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Group Process |
| <input type="checkbox"/> | <input type="checkbox"/> | Hospital and Emergency Visitation |
| <input type="checkbox"/> | <input type="checkbox"/> | Information Technology |

- | R | D | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Instrumental Music |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Involvement in Mission Beyond Local Church |
| <input type="checkbox"/> | <input type="checkbox"/> | Leading Music Ministry |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Leadership Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Leadership of Staff/Volunteers |
| <input type="checkbox"/> | <input type="checkbox"/> | Legal/Tax Matters |
| <input type="checkbox"/> | <input type="checkbox"/> | Management of Building Usage |
| <input type="checkbox"/> | <input type="checkbox"/> | Management of Equipment Resources |
| <input type="checkbox"/> | <input type="checkbox"/> | New Church Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Office Management |
| <input type="checkbox"/> | <input type="checkbox"/> | Older Adult Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Organizational Administration |
| <input type="checkbox"/> | <input type="checkbox"/> | Organizational Leadership and Development |
| <input type="checkbox"/> | <input type="checkbox"/> | PCUSA Policy/Constitutional Knowledge |
| <input type="checkbox"/> | <input type="checkbox"/> | Parliamentary Procedure |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pastoral Care |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Preaching |
| <input type="checkbox"/> | <input type="checkbox"/> | Problem Solving/Decision Making |
| <input type="checkbox"/> | <input type="checkbox"/> | Project Management |
| <input type="checkbox"/> | <input type="checkbox"/> | Rural Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Scholarship/Publishing |
| <input type="checkbox"/> | <input type="checkbox"/> | Small Membership Church Ministry |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Spiritual Development |
| <input type="checkbox"/> | <input type="checkbox"/> | Staffing/Human Resource |
| <input type="checkbox"/> | <input type="checkbox"/> | Stewardship and Commitment Program |
| <input type="checkbox"/> | <input type="checkbox"/> | Strategic Planning |
| <input type="checkbox"/> | <input type="checkbox"/> | Teaching |
| <input type="checkbox"/> | <input type="checkbox"/> | Training Volunteers |
| <input type="checkbox"/> | <input type="checkbox"/> | Transitional/Interim Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Urban Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Young Adult Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Ministry |

Compensation And Housing. A range is needed for matching purposes. The maximum salary is not published anywhere. (Effective salary is compensation plus housing.)

Minimum **Effective** Salary \$ 65,000 Maximum **Effective** Salary _____

Housing Type _____ Manse
_____ Housing Allowance
_____ Open To Either
_____ Not Applicable (*For Diversified Positions Only*)

Geographic Choices.

Unlimited (or)

Suggest Individuals From Specific Areas Checked Below:

- | | |
|----------------------|----------------------------|
| _____ Alabama | _____ Alaska |
| _____ Arkansas | _____ Arizona |
| _____ California | _____ Colorado |
| _____ Connecticut | _____ District of Columbia |
| _____ Delaware | _____ Florida |
| _____ Georgia | _____ Hawaii |
| _____ Idaho | _____ Illinois |
| _____ Indiana | _____ Iowa |
| _____ Kansas | _____ Kentucky |
| _____ Louisiana | _____ Maine |
| _____ Maryland | _____ Massachusetts |
| _____ Michigan | _____ Minnesota |
| _____ Mississippi | _____ Missouri |
| _____ Montana | _____ Nebraska |
| _____ North Carolina | _____ North Dakota |
| _____ New Hampshire | _____ New Jersey |
| _____ New Mexico | _____ New York |
| _____ Nevada | _____ Ohio |
| _____ Oklahoma | _____ Oregon |
| _____ Pennsylvania | _____ Puerto Rico |
| _____ Rhode Island | _____ South Carolina |
| _____ South Dakota | _____ Tennessee |
| _____ Texas | _____ Utah |
| _____ Vermont | _____ Virginia |
| _____ Washington | _____ West Virginia |
| _____ Wisconsin | _____ Wyoming |

CIF (Part II) - Step 6 of 7

Equal Employment Opportunity

"The Presbyterian Church (U.S.A.) shall give full expression to the rich diversity within its membership and shall provide means which will assure a greater inclusiveness leading to wholeness in its emerging life. Persons of all racial ethnic groups, different ages, both sexes, various disabilities, diverse geographical areas, different theological positions consistent with the Reformed tradition, as well as different marital conditions (married, single, widowed, or divorced) shall be guaranteed full participation and access to representation in the decision making of the church." (G-4.0403)

"(The Committee on Ministry) shall provide for the implementation of equal opportunity employment for ministers and candidates without regard to race, ethnic origin, sex, age, marital status, or disability. In the case of each call, it shall report to the presbytery the steps in this implementation taken by the calling-group." (G-11.0502g)

"...Care must be taken (by the Pastor Nominating Committee) to consider candidates without regard to race, ethnic origin, sex, marital status, age, or disabilities." (G-14.0502b)

FORMS OF GOVERNMENT PRESBYTERIAN CHURCH (U.S.A.) See Also: Form of Government (G-10.0102n) (G-11.0502d, G-13.0201b)

Every Presbytery Committee on Ministry is to inform each Pastor Nominating Committee of its constitutional obligations and how it might assure fairness in the calling process.

Has the presbytery's Committee on Ministry thus counseled with the Pastor Nominating Committee regarding Equal Employment Opportunity?

Yes

No

Each Pastor Nominating Committee is expected to undertake its search for a minister 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 affirmed to the Presbytery Committee on Ministry its intention to follow the Form of Government in this regard?

Yes

No

CIF (Part II) - Step 7 of 7

Pastor Nominating Committee/Search Committee Chairperson Detail:

Name _____ Randy Bozarth _____
Address _____ 21 Imperial Ave. _____
City _____ Ventura _____ State _____ CA _____ Zip Code _____ 93004 _____
Preferred Phone _____ 805 794-6771 _____
Alternate Phone _____ 805 659-0616 _____
FAX _____
E-mail Address for PNC Communications: _____ dpnc@epcventura.org _____

Endorsements

Pastor Nominating Committee
or Search Committee _____ Date _____
Signature

Clerk of Session _____ Date _____
Signature

Committee on Ministry _____ Date _____
Signature

Rev. 9/2006

When you enter your CIF online, the CLC system will generate an email to your Clerk of Session and Committee on Ministry moderator for approval of the CIF. Once the CIF is submitted, the Clerk of Session and COM moderator may log in to the system and approve the CIF without waiting for the email. If you prefer, you may obtain the signatures of the PNC moderator, Clerk of Session, and COM moderator and fax this sheet to our office at 502.569.5870. This generally speeds up the approval process. Be sure to include the name, city, state, and ID number of your church on the faxed information. If you have questions, please call toll free 888.728.7228 extension 8550.