



Rev. 6/2006

PRESBYTERIAN CHURCH (U.S.A.)
CHURCH LEADERSHIP CONNECTION
100 WITHERSPOON STREET – MEZZANINE
LOUISVILLE, KY 40202-1396
Toll Free 1-888-728-7228 ext. 8550
Fax # (502) 569-5870 or (502) 569-8748
Web Address: http://www.pcusa.org/clc/

Church Information Form (Part I)
Step 1 of 5

Church/Organization ID 07938
Church/Organization Name – Bryn Mawr Presbyterian Church
Mailing Address 625 Montgomery Ave
City Bryn Mawr State Pa Zip Code 19087
Telephone Number 610-688-4647 Fax Number 610-525-9476
Email
www Address www.bmpc.org

Step 2 of 5

Church Size (Select one)

- Under 100 members
101 - 250 members
251 - 400 members
401 - 650 members
651 - 1000 members
1001 - 1500 members
xxx More than 1500 members
N/A

Average Worship Attendance 900

Church School Attendance ~150

Church School Curriculum Augsburg (Augsburg published/Lutheran) Curriculum for 2's to 2nd graders and Workshop Rotation Model Curriculum (PCUSA) for 3rd-5th Graders

CIF (Part I) - Step 3 of 5

Ethnic Composition Of Congregation (in %):

Enter the percentage of each racial ethnic component of your congregation.

0.5% African American
98.2% Caucasian
 Chinese
0.1% Hispanic Mexican/Central American
 Hispanic Puerto Rican
 Japanese
 Korean
 Native American
 Taiwanese
1.1% Other Asian
0.1% Other

CIF (Part I) - Step 4 of 5

Presbytery Philadelphia Synod Trinity

Community Type (select one)

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

CIF (Part I) - Step 5 of 5

Name Paul Bergsteinsson
Address 43 Northwoods Rd
City Radnor State PA Zip Code 19087
Preferred Phone 610-687-8912 Alternate Phone 610-420-1668
E-mail bergies@comcast.net
FAX 610-688-3249

Church Information Form (Part II) Step 1 of 7

Church/Organization ID _____ 07938 _____

Church/Organization Name, City, State _____ Bryn Mawr Presbyterian Church _____

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 checked="" 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 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) _____ Congregational Life _____

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: _____ none _____

CIF (Part II) - Step 2 of 7

Is this a yoked congregation? XXXX 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.*

We are a community of faith, challenged, strengthened, and transformed by the God who is revealed to us in Christ. We...

- welcome all who would follow Christ
- prefer truth to complacency
- strive to connect faith with life
- serve and leaven the church, community, and wider world through compassionate and empowering ministries.

(BMPC Mission Statement Adopted by the Session, 1997)

Inspired by God's Spirit and guided by the Reformed Tradition, worship stands at the center of our life. We strive to be an inclusive community of faith, welcoming and open to all who seek or have found God's love. As we seek to be responsive to the needs of the present, we must look to the demands of the future. To these ends we require a collegial pastoral staff, effective administrative support and strong lay leadership.

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.

In 1998 BMPC celebrated its 125th year with the creation of an Urban/Suburban partnership with 5 West Philadelphia churches. Our Fine Arts Program includes choirs of all ages for voices and bells. Speakers in our Community Forum Series address issues of importance to the well being of church and society. All facets of our educational ministry are growing in both quality and quantity. Family Ministries provides support and nurture to parents and children under 12, including preschool at the Weekday School. Dynamic year-round programs for youth, grades 6-12 include summer camps and mission trips. Youth also serve as Deacons, Elders and on other church councils. Our Adult Education program offers challenging adult courses. Our Senior Adult Ministry is one of the first of its kind and is constantly breaking new ground. In 2003, \$6.8 million was raised in a capital campaign, of which two-thirds funded sanctuary renovations, including a new pipe organ, and a third was extended to outreach ministries, including the formation of the West Philadelphia Alliance for Children. Our congregation's commitment to outreach and mission is evidenced by between 30% and 40% of the annual \$4 million budget going to benevolences. Our Foundation helps support the Church and its missions. Our Parish Nurse Program provides for our members in terms of wellness, prevention, and holistic care. We offer a variety of services at our Middleton Center and at the Main Line Adult Daycare Center.

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

We are blessed with an energetic, faithful and resourceful congregation whose members offer their time, talents and enthusiasm as stewards of God's infinite blessings. BMPC's hearts, minds, and imagination have kept the doors open for the Holy Spirit to work through the church and its people. We strive to be an inclusive community of faith through fellowship, ministry and spiritual development. Although a large congregation, we have many smaller groups within that provide opportunities for an individual's personal expression of faith. Parishioners' gifts and talents are expressed in ways that care for and nourish the church family as well as reach out to others in the wider community. We have a growing diversity of religious heritages, occupations, ages, ethnicities, and educational levels present in the congregation. Many members seek to be continually challenged, and the church encourages new ideas and creative ministries. Lay leadership seeks to be energetic, visionary, and ready to take risks. Many members of the congregation are civic, business, cultural and educational leaders in our community. The church's reputation provides access to many decision makers and makes possible the formation of partnerships with a variety of organizations in our community, nationally and internationally.

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

We seek to be faithful disciples in a world that is subject to rapid change. As followers of Jesus we stand in a unique position: at the cross where we experience God's self-giving love. We strive to be a community giving comfort and hope at a time when old and new forms of hostility increase suffering and inflate anxiety. Grounded in worship and reflection, we do not turn away from brokenness or hide from suffering, but enter in as the Spirit guides us.

We confidently profess our faith in Jesus Christ in a society that is both religiously diverse and secular. Acknowledging other manifestations of God's presence, we welcome opportunities for building relationships of trust within the congregation and with other religious communities through dialogue, shared mission and worship. In the midst of secularism, we witness to God's transcendence by gathering for worship and living in joyful obedience.

As church and culture grow more fragmented and divided, we are called to embody the hospitality of Jesus by being a people who are open to and welcoming of all regardless of race, sexual orientation, economic status, age or physical condition.

Faced with increasing social and economic disparity, we are working with local and global partners for the wholeness of life promised by Jesus. We pray, listen and study; enter into deepening relationships with communities marked by suffering and injustice; engage in acts of compassion and justice; and make ourselves vulnerable to the Spirit's transforming power.

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 The Rev. Cynthia A. Jarvis
Address Chestnut Hill Presbyterian Church, 8855 Germantown Avenue, Philadelphia, PA 19118
Phone Numbers 215-247-8855 _____
Relation Neighboring pastor _____
E-mail cjarvis@chestnuthillpres.org _____

Name The Rev. Jesse B. Garner
Address First Presbyterian Church in Philadelphia, 201 South 21st Street Philadelphia, PA 19103 _____
Phone Numbers 215-567-0532 _____
Relation Neighboring pastor _____
E-mail garner@fpcphila.org _____

Name Dr James Kitchen _____
Address 440 Railsback Road, Shreveport, LA 71106 _____
Phone Numbers home: (318) 797-0881 mobile: (610) 574-3384 _____
Relation : Former member of congregation _____
E-mail : JGK3MD@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?*

Overall *(tailored to APCL pastoral gifts & possibilities at BMPC)*

- Monitor “pulse” of congregation; nourish congregation as whole
- Involve individuals & congregation in faith knowledge, discipleship & spiritual growth
- Develop, integrate & direct fellowship programs
- Consistent pastoral presence to assigned ministries

Specific responsibilities

- *Children’s & Family Ministries* –theologically informed program & pastoral leadership; lead special worship services, liaison to pre-school; provide on-going assessment of strengths, challenges & opportunities; administrative oversight of program staff
- *Education Coordination Council* - Initiate & facilitate group of pastors and lay leaders to coordinate education programs across existing age-based programs
- *Congregational Fellowship & Community Building* - Develop plan for congregational community building & fellowship; explore structured small-group ministries; oversee & administer hospitality ministries
- *Singles Ministries* – Maintain & build current ministries among young & middle aged singles; pastoral leadership to planning committees for 3 singles groups, pastoral presence for activities
- *New Members* - Assure orientation & integration of new members into congregation; provide pastoral leadership to full-time lay director
- *Pastoral Team Responsibilities* – worship, “on call” duties, weddings, funerals, Presbytery, planning; mentoring & pastoral oversight to pastoral residents during rotations in areas of responsibility

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

- Ordination in good standing in PC(USA), with minimum six years experience in professional ministry. Additional pastoral or relevant professional experience a plus
- Genuine “people-person;” approachable extrovert with compassion and warmth of personality; demonstrated ability to connect with people of all ages
- Ability to maintain good self-care and personal boundaries in the face of challenging and exciting position
- Ability to work cooperatively and productively as a member of pastoral/program team
- Ability to sensitively oversee program and administrative staff
- Flexible, adaptable, organized, and appropriately independent
- Ability to clearly and cooperatively articulate a theological underpinning for ministries identified for oversight and build consensus around that vision within our current approaches
- Demonstrated professionalism, pastoral sensibilities and pastoral integrity
- Discernable sensitivity to the Holy Spirit in her or his work; keen sense of humor, energy, humility, and a desire to grow
- Passion for designated ministry areas especially children’s and family ministries
- Deeply committed faith; ability to communicate that faith
- Ability to imagine, initiate, promote and manage change
- Expertise in small group development/facilitation skills and lay leadership development

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 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 checked="" type="checkbox"/> | <input type="checkbox"/> | Children's Ministry |
| <input type="checkbox"/> | <input type="checkbox"/> | Choir Directing |
| <input type="checkbox"/> | <input 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 checked="" type="checkbox"/> | Congregational Communication |
| <input checked="" 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 type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> | Defining Program Needs |
| <input type="checkbox"/> | <input checked="" 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 type="checkbox"/> | Evangelism |
| <input type="checkbox"/> | <input type="checkbox"/> | Facility Management |
| <input checked="" type="checkbox"/> | <input 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 type="checkbox"/> | Involvement in Mission Beyond Local Church |
| <input type="checkbox"/> | <input type="checkbox"/> | Leading Music Ministry |
| <input type="checkbox"/> | <input checked="" 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 type="checkbox"/> | Pastoral Care |
| <input 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 checked="" 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 \$100,000

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

Geographic Choices.

XXXXX **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?

XXXX 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?

XXXX Yes

_____ No

CIF (Part II) - Step 7 of 7

Pastor Nominating Committee/Search Committee Chairperson Detail:

Name Paul Burgmayer

Address 405 W. Beechtree Lane

City Wayne State PA Zip Code 19087

Preferred Phone 610-688-4647

Alternate Phone 610-710-1135

FAX _____

E-mail Address for PNC Communications: pburgmayer@gvsd.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.