

6—How?

Transitional Ministry, Stage 3: The Pastoral Search Process

—Discovering Who Will Lead as Pastor—

Stage 3A: Establishing the Pastoral Search Team

Elements of a Healthy Search Process.

1. Forming a Search Team.
 - A. Prerequisites.
 - Understanding the Past—Good Sense of Your Church’s History.
 - Understanding the Present—Good Sense of Where Your Church is Now.
 - Understanding the Future:
 - Good Sense of Your Outreach Focus—Whom are you trying to reach?
 - Good Sense of Your Vision and Strategy—How are you going to reach them?
 - Having a Clear Picture of the Pastor Needed to Lead.
 - B. Preparation Checklist:
 - Packet of information about the community that details schools, community identity, housing market, industry, organizations, community values, etc.
 - Church history that includes a five-year statistical report.
 - One-page vision statement that includes core values, guiding principles, outreach focus, and how you are planning to reach them.
 - Copy of your by-laws and other relevant documents.
 - Website development.
 - EPC church profile (epc.org).
 - Opportunities list write up.
 - Budget, financial statements, officers, salary package, etc.
 - DISC analysis packets for potential candidates.
 - What will your process look like from beginning to end to call your next pastor?
2. Preparing Church Information Form Checklist:
 - Community info.
 - Church history and 5-year statistical report.
 - One-page vision statement.

- Copy of by-laws, etc.
- Website.
- EPC profile.
- Opportunities list.
- Financials.
- DISC analysis .
- Outline action plan from beginning of process to end.

3. Search Profiles

- Develop a Search Team Profile (e.g., DISC Profile).
- Develop a Pastor Profile.
 - Calling.
 - Context.
 - Character.
 - Competency.
 - Comprehension.
 - Commitment.
 - Courage.

4. Engaging a Candidate (also see page 76).

What questions might a candidate ask you (remember they are interviewing you, too)?

What questions will you ask every candidate at each level of interviewing?

How will you rate or score each candidate objectively? What tools will you use for this?

Stage 3B: Guiding The Pastoral Search Team

Pastoral Search Team Preparation

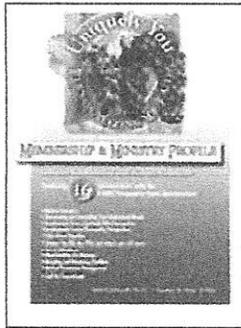
Once the Search Committee is selected, there should be a time to become prepared to begin the search. Below is a suggested detailed approach in preparing the members to be most effective in the search process.

This information is provided as a supplement to the Pastoral Search Process, Stage 3—Orienting the Search Committee and Stage 4—Conducting the Search included in Chapter 5 of the *EPC Procedure Manual for Ministerial and Candidates Committees* (see attached sections).

Things to prepare:

1. General data/information:
 - Community Packet: information and details on schools, housing market, community demographics and characteristics, main businesses and organizations, community identity, etc.
 - Church history.
 - Church vision statement, including core values, guiding principles, outreach focus (who you are trying to reach and how you are trying to reach them), discipleship process, etc.
 - Church website.
 - Church profile (EPC CIF).
 - Church statistical information: financials, budget, membership, average worship attendance, officers, staff (include job descriptions), etc.
2. Group “Uniquely You” Membership and Ministry Profile: one for each committee member. You can order at www.epc.org/spiritualgiftsassessment. It is very helpful for the team to understand how each member is uniquely gifted and predisposed so they can work more effectively as a team.
3. You will want to have the candidate complete a Membership and Ministry Profile as well.
4. Candidate’s Strength Analysis: this will help identify objectively who you are looking for (see worksheet).
5. Questions to ask the candidate (see samples included herein).
6. Questions the Search Committee needs to prepare to answer (the candidate will be interviewing you as well) (see samples included herein).
7. Determine how you will rate/score the candidate.
8. Determine the process for communicating with the candidate, and let the candidate know.

Spiritual Gifts / Personality Profile



Combining the 16 Spiritual Gifts Lists and 4 DISC Personality Types Online Profile by Uniquely You is a cutting-edge tool that details for you personalized spiritual gifts and personality temperaments. It's as easy as taking three surveys which ask a series of quick questions. The Profiler analyzes your responses and generates a personalized report that reveals your three primary spiritual gifts, as well as your primary DISC temperament.

The Expanded Version gives you more pages of insights on your personality type or blend, and the two graphs, "This is me" and "This is what is expected of me" not offered in the summarized version. You will receive your report immediately online after completing the questionnaires.

16 Spiritual Gifts List

(Romans 12, Ephesians 4, 1 Corinthians 12)

- Administration / Ruling.
- Apostleship / Pioneering.
- Discernment.
- Encouraging / Exhorting.
- Evangelism.
- Faith.
- Giving.
- Hospitality.
- Knowledge.
- Leadership.
- Pastor / Shepherding.
- Prophecy / Perceiving.
- Teaching.
- Serving / Ministry.
- Showing Mercy.
- Wisdom.

Features

- Spiritual gifts descriptions.
- Historical background.
- Interpretation of four temperaments.
- How to read graphs.
- Understanding the two graphs (including in-depth pages on the results of the two graphs).
- Discovering behavioral blends.
- Controlling behavioral blends.
- Combining personalities with 16 spiritual gifts.
- Involvement from a spiritual gifts perspective.
- Involvement / personality perspective.
- "Choose you this day ..."
- Fitly joined together.
- How to handle conflicts.
- Spiritual gifts and conflicts.
- Leadership insights.
- Biblical resolution management.
- Joy and giftedness.
- Action plan.
- Biographical survey.

The online profile is available at www.epc.org/spiritualgiftsassessment

Candidate's Strength Analysis

This is an exercise to determine what you are looking for in a pastoral candidate. It can also serve as a way to compare candidates with each other. It can then be used later as a tool when you interview potential candidates. Initially, the Search Committee should rate the importance of each of the 20 categories (1 being least and 10 being very important). This will become your "standard." You should focus on those categories ranked 7 or higher. Later, you can use this to rank each candidate against your "standard." There may be other categories the Search Committee wants to include—feel free to make changes.

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|---|---|---|---|---|---|---|----|
| Action Focused | | | | | | | | | | |
| Big Picture Focused | | | | | | | | | | |
| Charismatic Personality | | | | | | | | | | |
| Confident | | | | | | | | | | |
| Communicative | | | | | | | | | | |
| Decisive | | | | | | | | | | |
| Financially Astute | | | | | | | | | | |
| Focused | | | | | | | | | | |
| Healthy and Energetic | | | | | | | | | | |
| Inspiring | | | | | | | | | | |
| Integrated (well balanced) | | | | | | | | | | |
| Natural at Leading | | | | | | | | | | |
| Visionary | | | | | | | | | | |
| Organizationally Matched | | | | | | | | | | |
| Positive in Attitude | | | | | | | | | | |
| Universally Relational (with men, women, families) | | | | | | | | | | |
| Respected | | | | | | | | | | |
| Team Builder | | | | | | | | | | |
| Socially Skilled | | | | | | | | | | |
| Trustworthy in Character (genuine and consistent) | | | | | | | | | | |
| If Married, Spouse Supported | | | | | | | | | | |

Sample Questions for the Candidate

These questions could be used on an application or in an interview. Whatever questions the Search Committee asks, it helps the evaluation if each candidate is asked the same questions.

1. Why are you here?
2. In 5 minutes or less, how did you become a Christian?
3. In 5 minutes or less, what is the gospel?
4. Do you have a personal statement of faith?
5. What do you do to cultivate your personal devotional life?
6. How do you preach? (expository, topically, textually, doctrinally)
7. What are some of the most important attributes and practices that cultivate health in the local church?
8. How do you know a healthy church when you see one?
9. How do you think churches grow Biblically?
10. What is your personal philosophy of ministry?
11. What are your most important theological convictions?
12. What is your leadership style? (hands-on, laid-back, fast-paced, facilitator, team developer.)
13. What are one or two things we might not like about you? (personal or theological.)
14. What is your philosophy of evangelism?
15. What is your most recent opportunity for personal evangelism?
16. How would you encourage and equip a congregation to engage in personal evangelism?
17. How would you take new members into a church?
18. Why do you want to be part of the EPC?
19. What is your most recent example of church discipline?
20. What is the primary responsibility of the pastor?
21. Tell us about your family.
22. What are your preferences in music style for worship?
23. What books have been most influential in your spiritual development?
24. What do you do to maintain your personal relationship with Christ?
25. What sort of safeguards do you have in place to protect yourself sexually?
26. Give a recent example of how you dealt with conflict?
27. How would you make us proud?
28. What would surprise us most about your leadership here?
29. What makes you interesting?
30. What are your hobbies?
31. What areas of ministry have you found most difficult?
32. What is your view of missions and where do some of your personal passions lie?
33. What are some things a church can do to attract someone who does not come to church?
34. How do you see yourself involved in the community?

Questions the Search Committee Should Be Prepared to Answer

The candidate will be interviewing you as well. It is very helpful for the Search Committee to be prepared to answer the candidate's questions and to be in agreement on the responses to be offered. Honesty is always best. Below are a list of sample questions to consider.

1. Give me a 10-minute summary of the history of your church.
2. What do the members of your church get most upset about?
3. What are the 3 greatest successes of your church in the past 3 years?
4. What has been the tenure of your last 3 pastors? Have the departures all been good? Why or why not?
5. What would someone on the street of your community say about your church?
6. What is the overall health of your church right now?
7. What is the single biggest problem your church is facing right now?
8. How long has this problem existed? What has been done to try to fix the problem?
9. What are 2 other lesser problems?
10. How do you see issues from your past informing the future of your church?
11. Why would you say your church exists?
12. Who are you trying to reach? How are you trying to reach them?
13. What do you want this church to look like in 5 years? Why?
14. Where do you see God at work in your community?
15. What one major thing that you think your church needs to do next? Why?
16. Tell me about your community in 5 minutes.
17. What are the most popular programs in your church?
18. What do the members of your church get most upset about?
19. What have been the longest term successes of the church?
20. What kind of candidate are you looking for? Why?
21. What is the most important gift that your next pastor must have?
22. How are you going to evaluate the candidate?
23. What do you not want in your next pastor?
24. What is the role of the pastor's family in church life?
25. What is the process you are using to arrive at your decision on who to call?
26. Who controls the finances of your church? Why?
27. How do elders get elected?
28. Can I call previous pastors for their opinions of your church?
29. Can I call current presbytery officers for their opinion of your church?
30. Can I visit a worship service unannounced and anonymously?
31. May I have a copy of your budget?
32. May I have a copy of your church by-laws?