



Rev. 6/2008

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

Church Information Form (Part I)
Step 1 of 5

Church/Organization ID 0423
Church/Organization Name The National Presbyterian Church
Mailing Address 4101 Nebraska Avenue, N.W.
City Washington State DC Zip Code 20016
Telephone Number (202) 537-0800 Fax Number (202) 686-0031
Email NPC@NationalPres.org
Web site www.NationalPres.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
X More than 1500 members
N/A

Average Worship Attendance 1,012

Church School Attendance 285 Children & youth, 375 adults weekly

Church School Curriculum Walk with Me, Godly Play, David C. Cook, Professing Our Faith (PCUSA) and self-produced materials

Check if certified as eligible for participation in the Seminary Debt Assistance Program

## CIF (Part I) - Step 3 of 5

### Ethnic Composition Of Congregation (in whole %):

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

1 African American  
 97 Caucasian  
 Chinese  
 Hispanic Mexican/Central American  
 Hispanic Puerto Rican  
 Japanese  
 Korean  
 Native American  
 Taiwanese  
 1 Other Asian  
 1 Other

## CIF (Part I) - Step 4 of 5

Presbytery National Capital Synod Mid-Atlantic

### Community Type (select one)

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

## CIF (Part I) - Step 5 of 5

### Clerk of Session Details:

Name Bruce W. Boyd  
Address 3609 1<sup>st</sup> Road S  
City Arlington State VA Zip Code 22204  
Preferred Phone (703) 521-2702 Alternate Phone \_\_\_\_\_  
E-mail npcclerk@yahoo.com  
FAX \_\_\_\_\_

# Church Information Form (Part II)

## Step 1 of 7

Church/Organization ID 0423

Church/Organization Name, City, State The National Presbyterian Church, Washington, DC

### Position To Be Filled (select one)

- Associate Pastor (CE)
- Associate Pastor (Youth)
- Associate Pastor (Other)
- Associate Pastor (Young Adult)
- Pastor (Solo)
- Pastor (Head of Staff)
- Pastor (New Church Development/Fellowship)
- Pastor (Redevelopment/Transformation)
- Pastor (Tent Maker/Part-time)
- Pastor (Yoked/Multiple)
- Co-Pastor
- Designated Pastor
- Mission Pastor
- Interim Ministry (Governing Body)
- Interim Pastor
- Interim Associate Pastor
- Pastor (Parish)
- Pastor (Shared Ministry)
- Executive Pastor
- Other

Specify Title (if appropriate) Pastor

### 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: \_\_\_\_\_

## 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.*

At the National Presbyterian Church, we are called to a ministry of grace, passionate about Christ's mission in the world. Our vision is to be a vibrant church community that builds followers of Jesus Christ and serves others locally and globally. We strive to reflect God's grace, to grow in love and knowledge of Jesus Christ, and to proclaim and share with others the good news of forgiveness, reconciliation and salvation through the work of Jesus Christ, our only Lord and Savior.

**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.**

Our programs are built on three pillars—Worship, Grow and Serve. Sunday morning worship is the focus for members and numerous weekly visitors. Extraordinary pastoral leadership and preaching, and careful integration of sermon, liturgy and music communicate a clear and meaningful biblical message. Sermons are Christ-centered, biblically-based, and grounded in prayer and scholarship. Efforts are underway to create an additional, blended service.

Opportunities for Christian growth are available throughout the week. A Pastor for Christian Formation and Discipleship oversees adult Bible studies and fellowship groups, child and youth classes for each grade level, and a lay academy, *The Institute of Christian Studies*. NPC is blessed by a rich pool of teachers that includes pastors, congregants and visiting scholars.

Service includes member care and outreach to the city and world. Deacons, Stephen Ministers, CARE teams and In-touch Ministry focus on members and friends. The Unique Learning Center, Martha's Table, Habitat for Humanity and mission trips, national and international, are some areas of service for youth and adult volunteers. Member missionaries serve in such places as DC, Russia and Africa. Third Street Church of God in downtown Washington and Queen of Peace Parish in the West Bank are NPC partners. In 2008 the annual Alternative Gifts Christmas Market contributed to 31 missions worldwide. We look to pastoral vision and encouragement to expand future areas of service.

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

Our location in Washington, DC brings individuals and families from across the U.S. and the world to our worship and congregational life, including government employees, elected officials, university students, diplomats and members of the military. We are ideally situated for outreach to the international community, local universities and all areas of the city. Members come from across the metropolitan area and we welcome many visitors.

Our members come from diverse professional, academic and spiritual backgrounds. NPC is a place where people who would never otherwise meet can find common meaning and purpose. Members who are immersed in debate in the workplace find here words and insights of eternal significance.

The large campus includes a modern cathedral-like church, administrative buildings, a school and garden. Despite the scale of the sanctuary, many people remark about the intimacy of the worship experience and the warm welcome they receive.

Lay leaders work closely with church staff to develop innovative ministries to engage all members of our congregation, from those just beginning to explore faith to lifelong Christians. The Connections in Ministry and Mission program helps congregants find ways to participate in the life of the body of Christ locally and globally. Members seek clarity of vision to recognize opportunities for service in all that they do, praying for each other and challenging one another to serve Christ in their workplaces and homes.

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

We believe in the triune God—Father, Son and Holy Spirit—who creates, sustains, rules and redeems the world. We are called to respond to God's grace through gifts of time, talents and money and by living as Christ's messengers to the world.

Our ministry emphasizes Scripture, the historic confessions of the church and the Reformed traditions of the Christian faith. We uphold the standards of The Book of Order for the Presbyterian Church (USA). We require those who serve at NPC to adhere to our Biblical Standards for Christian Leaders.

Both political parties are represented in our congregation, and many members hold deep political convictions. We therefore have a unique opportunity to unite in a higher, shared conviction that salvation comes only through our Lord and Savior Jesus Christ. Pastors and lay leaders give witness to particular theological convictions in appropriate denominational venues, but divisive theological issues are avoided in worship and congregational life.

We have recently experienced challenging times, arising in part from changes in pastoral leadership. But progress and spiritual growth have taken place amid the difficulties. We

have called an executive pastor, merged trustees and session, and are seeing renewed attendance under an interim preaching pastor. We are addressing the need to challenge our members concerning stewardship. God's grace gives us a genuine sense of hope about our future.

## 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, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.**

Name	Rev. Wilson Gunn
Address	11300 Rockville Pike, Suite 1009, Rockville, MD 20852
Phone Numbers	240-514-5350
Relation	Executive Presbyter
E-mail	<a href="mailto:wgunn@thepresbytery.org">wgunn@thepresbytery.org</a>

Name	The Hon. George H. and Mrs. Nancy N. Goodrich
Address	2600 Barracks Road, #C9, Charlottesville, VA 22901
Phone Numbers	434-244-2792
Relation	Former Congregant (until retirement and relocation)
E-mail	

Name	Dr. Harry G. Winsheimer
Address	57 Winding Drive, Gettysburg, PA 17325
Phone Numbers	717-334-6675
Relation	Former Associate Pastor
E-mail	

## **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?*

Our pastor will take responsibility for planning and leading worship, including regular Sunday services and any mid-week services. He or she will be the primary preacher, following a long tradition of pastors who deliver powerful sermons that are biblically-based, rooted in the Reformed tradition, and intelligently and prayerfully prepared.

The pastor will provide vision and leadership for the entire church family, encouraging them to engage passionately in worship, education, church growth, discipleship, stewardship, and service. The pastor will demonstrate his or her own passion through personal involvement. An executive pastor serves as head of staff to free the pastor from day-to-day administration of the church. Detailed division of duties will be worked out between the pastors.

The pastor will relate to the session as its moderator, to committees of session as a resource, to church staff as a colleague, and to the congregation as a pastor and friend. He or she will act in conjunction with the session to provide strategic leadership of the church's ministry pillars and will apprise the session of issues in the denomination at the local and national levels.

Along with the associate pastors, the pastor will administer sacraments and participate in pastoral counseling, visitations, weddings and funerals. Our pastor serves as the public face of NPC in a variety of local and national venues.

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

In addition to those required by the Book of Order, minimum qualifications for the pastor are:

1. At least ten years' experience as a pastor, including significant experience in churches with multiple pastors;
2. A mature, personal relationship with Jesus Christ and His church, as evidenced by ongoing spiritual growth, solid commitment to Scripture and Reformed theology, and obedience to biblical standards;
3. Demonstrated ability to communicate the Gospel through dynamic preaching;
4. Demonstrated gifts in leading and nurturing pastors, staff, and lay leaders;
5. Demonstrated intellectual vitality and excellence.

Preference will be given to candidates with the following highly desired qualifications:

1. Experience in a large metropolitan area;

2. Experience in churches that utilize an executive pastor as head of staff;
3. A willingness and desire to make a long-term commitment to this church;
4. An approachable personality and an ability to relate to all members of the congregation with compassion, a generous spirit and a sense of humor.
5. A commitment to evangelism and to encouraging members to live out their faith in concrete action.

**Primary Skill Choices: Select up to 10 skills from the list below which you would like to see in the person filling this position.**

- |   |  |
|---|--|
| <input type="checkbox"/> Administration of Programs                           | <input type="checkbox"/> Youth Ministry                                    |
| <input type="checkbox"/> Adult Ministry                                       | <input type="checkbox"/> Administrative Leadership                         |
| <input type="checkbox"/> Building Renovation/Property Development             | <input type="checkbox"/> Budget Preparation                                |
| <input type="checkbox"/> Choir Directing                                      | <input type="checkbox"/> Children's Ministry                               |
| <input type="checkbox"/> Community Ministries                                 | <input checked="" type="checkbox"/> Communication (Written/Oral)           |
| <input type="checkbox"/> Conflict Management/Mediation Skills                 | <input type="checkbox"/> Community Service and Leadership                  |
| <input type="checkbox"/> Congregational Fellowship                            | <input type="checkbox"/> Congregational Communication                      |
| <input type="checkbox"/> Congregational Redevelopment/Revitalization          | <input type="checkbox"/> Congregational Home Visitation                    |
| <input type="checkbox"/> Counseling   | <input checked="" type="checkbox"/> Corporate Worship/Sacraments           |
| <input type="checkbox"/> Curriculum Building                                  | <input type="checkbox"/> Cross Cultural Collaboration/Cultural Proficiency |
| <input type="checkbox"/> Development of New Educational Experiences           | <input type="checkbox"/> Defining Program Needs                            |
| <input type="checkbox"/> Evaluation of Program and Staff                      | <input type="checkbox"/> Ecumenical and Interfaith Activities              |
| <input type="checkbox"/> Facility Management                                  | <input checked="" type="checkbox"/> Evangelism                             |
| <input type="checkbox"/> Financial Management                                 | <input type="checkbox"/> Family Ministry                                   |
| <input type="checkbox"/> Governing Body Ministry                              | <input type="checkbox"/> Fund Raising                                      |
| <input type="checkbox"/> Hospital and Emergency Visitation                    | <input type="checkbox"/> Group Process Facilitation                        |
| <input type="checkbox"/> Instrumental Music                                   | <input type="checkbox"/> Information Technology                            |
| <input type="checkbox"/> Leadership Development                               | <input type="checkbox"/> Involvement in Mission Beyond Local Church        |
| <input type="checkbox"/> Leading Music Ministry                               | <input type="checkbox"/> Leadership of Staff/Volunteers                    |
| <input type="checkbox"/> Management of Building Usage                         | <input type="checkbox"/> Legal/Tax Matters                                 |
| <input type="checkbox"/> New Church Development                               | <input type="checkbox"/> Management of Equipment Resources                 |
| <input type="checkbox"/> Older Adult Ministry                                 | <input type="checkbox"/> Office Management                                 |
| <input checked="" type="checkbox"/> Organizational Leadership and Development | <input type="checkbox"/> Organization /Administration                      |
| <input type="checkbox"/> Pastoral Care  | <input type="checkbox"/> Parliamentary Expertise                           |
| <input checked="" type="checkbox"/> Preaching                                 | <input type="checkbox"/> PCUSA Polity/Constitutional Knowledge             |
| <input type="checkbox"/> Project Management                                   | <input type="checkbox"/> Problem Solving/Decision Making                   |
| <input type="checkbox"/> Rural Ministry                                       | <input type="checkbox"/> Public Relations                                  |
| <input type="checkbox"/> Small Membership Church Ministry                     | <input checked="" type="checkbox"/> Scholarship/Publishing                 |
| <input type="checkbox"/> Staffing/Human Resources                             | <input checked="" type="checkbox"/> Spiritual Development                  |
| <input checked="" type="checkbox"/> Strategic Planning                        | <input checked="" type="checkbox"/> Stewardship and Commitment Program     |
| <input type="checkbox"/> Training Volunteers                                  | <input checked="" type="checkbox"/> Teaching                               |
| <input type="checkbox"/> Urban Ministry                                       | <input type="checkbox"/> Transitional/Interim Ministry                     |
|   | <input type="checkbox"/> Young Adult Ministry                              |

**Compensation and Housing.** *A range is needed for matching purposes. The maximum salary is not published anywhere.* Effective salary is cash salary plus housing allowance or manse value and other compensation considered "effective salary" by the Board of Pensions of the PC(USA).

Minimum **Effective** Salary \$ 125,000 Maximum **Effective** Salary \$ 150,000

Housing Type

- Manse  
 Housing Allowance  
 Open To Either  
 Not Applicable (*For Non-pastoral Positions Only*)

**Geographic Choices.**

**Suggest individuals from anywhere in the United States (or)**

**Suggest individuals only from specific areas checked below:**

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

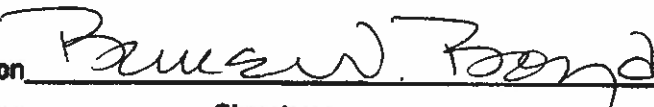
## CIF (Part II) - Step 7 of 7

### Pastor Nominating Committee/Search Committee Chairperson Detail:

Name Matthew Dow Teems  
Address 3353 Runnymede Place, NW  
City Washington State DC Zip Code 20015  
Preferred Phone (202) 244-1625  
Alternate Phone (202) 659-7303 FAX 240-580-1025  
E-mail Address for PNC Communications: NATIONALPNC@GMAIL.COM

### Endorsements

Pastor Nominating Committee  
or Search Committee  Date 7/6/09  
Signature

Clerk of Session  Date July 6, 2009  
Signature

Committee on Ministry  Date 6/22/09  
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 85.**

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FORM #1  
EEO/AA

**EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION  
IN MINISTRY**

National Capital Presbytery

TO: Chair, Committee on Ministry

FROM: National Presbyterian  
(Name of Church)

1. On 3/29/09 (date), the congregation heard the PC(USA) EEO/AA policy as described in the *Book of Order* G-11.0502g and the Presbytery's Equal Employment Opportunity/Affirmative Action Program for calling of a Pastor (Associate) to fulfill the requirements of the *Book of Order* G-14.0502g.
2. On 4/20/09 (date), the Pastor Nominating Committee discussed and took action signifying its affirmation of the *Book of Order* G-11.0502g and its intent that the Pastor Nominating Committee will follow the Presbytery's Equal Employment Opportunity/Affirmative Action Program for "calling" of a Pastor (Associate) to fulfill the requirements of the *Book of Order*, G-14.0502.
3. On 2/23/09 (date), the Session of the congregation heard the PC(USA) EEO/AA policy as described in the *Book of Order* G-11.0502g and the Presbytery's Equal Employment Opportunity/Affirmative Action Program for calling of a Pastor (Associate) to fulfill the requirements of the *Book of Order* G-14.0502g. Its approval of the CIF signifies its support of this policy and program.

Signed Paul W. Board  
(Clerk of Session)

Don A. Leavel  
(Moderator of Session)

M. A. [Signature]  
(Chair, PNC)

7/6/09  
(Date)

(see over for *Book of Order* and NCP citations)

Approved by COM/MPR February 1986  
Revised by COM/NCP May 2007