**PLEASE TYPE**

**LEADERSHIP REFERRAL SERVICES**

**Cumberland Presbyterian Church**

**8207 Traditional Place**

**Cordova, Tennessee 38016**

**CHURCH INFORMATION FORM**

*(See the Instruction Guide for Completing this Form)*

**PART I—CHURCH/COMMUNITY PROFILE**

**Date Forms Completed:**

**A. THE CHURCH**

Name and Address of Church: Church Number: **6304**

**COVENANT CHURCH**

**15791 STATE HWY 1W**

ADA, OK 74820

Year Organized: **1932** Phone Number: **580-332-0799**

Presbytery: **RED RIVER**

**Attendance/Services**

Average weekly attendance for AM worship: **77**

Church School: **61**

Other regular services (list/describe):

 **Wednesday evening Bible Study (all ages—follows school calendar) 55-60**

**Church School**

Grades/Ages: **NURSERY TO ADULT**

Enrollment: **94**

Resources/Curriculum Used: **VARIED**

**Financial Statement** for the last complete fiscal year (*give year)*:**2015**

Income from: Expenses:

Pledges: Operating Expenses: **N/A**

Offerings/Gifts: Debt Payment: **NONE**

Other: Benevolences (OUO,

Total Income: **$193,715.00 \* (see note)** Presbytery, Synod,

**\*Note:** Second Mile): **$34,165.00**

 ***Beginning Balance Jan. 1, 2015: $67,000.00*** Other: **$190,837.00**

 ***Ending Balance Dec. 31, 2015: $39,000.00*** Total Expenses: **$225,002.00\* (see note)**

 **Portion of General Fund used to pay final building expenses to avoid debt**

**Approved Budget** for the Current Fiscal Year: **N/A**

**Current Active Membership:**  **87**

Active Membership5 years ago: **85**

**Organizations** in the church (CP Women’s Ministry, Youth, Men’s Fellowship, etc.):

**CPWM, YOUTH, MEN’S FELLOWSHIP, FACES- Wed. afternoon programming (for children/youth)**

**B. THE COMMUNITY**

Total population of the city, town, or rural area in which the church is located: **17,000**

This church serves a community or neighborhood that encompasses an area within how many miles of the church? **30 miles**

Indicate the kind of service area by checking any of the following that apply.

Inner City Urban (Downtown) Urban (Residential) Suburban Town **x**

Rural **x** College **x** Retirement Recreational/Resort Agricultural **x**

The city/town/rural area in which the church is located is (*check one)*:

Growing **x** Declining Static

The immediate community/neighborhood/parish served by the church is *(check one)*:

Growing **x** Declining Static

**PART II—POSITION DESCRIPTION**

**A. Title of Position** *(see instructions)***: PASTOR**

**B. Purpose/Responsibilities/Working Relationships** *(see instructions)***:**

**PREACH, PASTOR, LEAD, PLAN, ADMINISTER, TEACH**

**C. List all other full or part-time staff:**

(Name, title, full-time [FT] or part-time [PT])

**SUSAN KISER (PT) ADMINISTRATIVE ASST., DIR OF ELEMENTARY EDUC**

**STACEY BOLIN (PT) YOUTH MINISTER**

**MARVIN CARRUTHERS (PT) CUSTODIAN**

**JANELL FLEMING (PT) INSTRUMENTALIST**

**KATHY LOFTON (PT) CHOIR DIRECTOR**

**TWO NURSERY ATTENDANTS**

**D. Date** position became, or will become, vacant: **TBD**

By whom was the position last filled? **LINDA SNELLING**

Current address and telephone: **15791 STATE HWY 1W, ADA, OK 74820**

 **580-332-0799**

**E. Is this a full-time position? YES**

If not, how much time will be required per week/month? What other employment opportunities exist for a person

filling this position?

**F. Compensation**

1. Salary

 a. Minimum annual cash salary: **TBD**

 b. Manse? **NO MANSE; TBD**

 If no, manse allowance:

 c. Utility allowance: **TBD**

2. Benefits

 a. Church’s contribution to minister’s retirement fund: **TBD**

b. Health Insurance: **TBD**

 c. Other benefits (explain): **TBD**

3. **Total compensation: *Commensurate with experience and qualifications***

**G. Professional Expense Reimbursements and Allowances**

1. Automobile Expense: **TBD**

2. Expenses to General Assembly/Conferences: **TBD**

3. Continuing Education **TBD**

4. Other expenses (explain):

**Total Professional Expense Reimbursement or Allowances:** TBD

**H. Other Considerations**

Length of vacation:

Amount of time allowed for preaching missions/revivals/continuing education/conferences, etc.: **TBD**

**PART III**—**SKILLS, INTERESTS, AND EXPERIENCE INVENTORY**

*(See Instruction Guide for directions. Mistakes are often made in this section.)*

**A. PASTORAL SKILLS.** It is assumed all skills listed below are used by every pastor. However, each person has certain special gifts and particular interests. The ministry of this position in our congregation would be most satisfying if pastoral activities are emphasized as follows: *(When your selections are completed, you should have* ***ONLY EIGHT i****tems circled “1" (highest emphasis) with remaining activities circled either 2, 3, or 4).* Please use black ink.

 HIGH LOW

**Evangelism** (Relating the gospel to people outside

the church and enabling the laity to bear personal

witness.) 1 2 3 4

**Personal and Spiritual Development** (Providing

resources and guidance for individuals in their

devotional life and for prayer groups, retreats, and

other small group experiences.) 1 2 3 4

**Leading Worship** (Planning and conducting worship 1 2 3 4

services.

**Preaching** (Communicating the gospel through sermons

and relating it to life.) 1 2 3 4

**Administration** (Managing the affairs of the congregation 1 2 3 4

and its organizations

**Program Development** (Establishing goals and organizing 1 2 3 4

to create and implement programs in church and community.)

**Stewardship** (Leading in the development and use of individual 1 2 3 4

and congregational resources.)

**Counseling** (In a formal setting, assisting people who face 1 2 3 4

problems or decisions.)

**Visiting Homes** (Calling in homes on a regular basis) 1 2 3 4

**Crisis Visiting** (Serving people in the midst of crises, e.g.,

illness, death, trauma...) 1 2 3 4

**Community Leadership** (Organizing to meet needs such

as drug problems, schools, fair housing, etc.) 1 2 3 4

**Inter-Church Cooperation** (Working in interdenominational

programs or activities.) 1 2 3 4

**Denominational Service** (Serving in the work and on the

committees of the church outside the local congregation.) 1 2 3 4

**Christian Education** (Leading the congregation in its

ministry of Christian education. 1 2 3 4

**Youth Ministry** (Supporting program led by youth minister) 1 2 3 4

**Music and the Arts** (Using the arts as a resource in

worship and ministry.) 1 2 3 4

**Recreation** (Leading the congregation in a creative use

of leisure time.) 1 2 3 4

**PART IV—NARRATIVE INFORMATION**

*(Attach your narrative information, using the outline below. If your church or committee has recently done a Mission Study and/or written a Mission Design with goals and objectives, you may use information from that in place of sections B and C below. Do not use more than five (5) pages of narrative information. The statements/questions in the outline below are only suggestive of the kinds of information you might wish to include in this narrative section.)*

**A. THE CHURCH AND COMMUNITY**

 **1. The Church**

Write a brief statement describing the way your members view your church, including any special “flavor” or

hallmarks you can identify that would help a stranger to understand the kind of congregation you have. It would be helpful to state something about the membership of your church in terms of occupations, educational levels, racial mix, etc. Note any plans for extensive remodeling of the church’s facilities or any plans for future construction on either the church facilities or the manse. Describe the church’s property–not only in terms of buildings but also in terms of the total church site, indicating any special use of the property by the church or community, e.g., recreational uses.

**Covenant members would collectively agree that the people that constitute “the church” are known for promoting a family atmosphere of believers who are loving, caring, compassionate and giving. Friendliness is an adjective that visitors typically use to describe the first visit with Covenant Church family. Yet, as a family of sinners saved by grace, “family” does not always agree on issues/situations, but caring and a give-and-take process wins in the resolution predominantly. Typically, change within the body is slow; in a thoughtful, studied manner, new ideas are set aside or embraced. As today’s culture faces the issues of society, Covenant’s approach tends to look outside of the immediate group and seeks to find areas to give help. Reflecting the love of Christ, acceptance of diverse groups would be the response of a majority of the membership.**

**Membership weighs heavily in the 30-40’s and 50-70’s groups. A few 20-30’s, 50-60’s and 70-80’s completes the adult membership. Many of the youth and children belong to active families, but a few without parent participation attend also. Educators, upper & middle management, health professionals, business owners, blue collar, law enforcement and employees of Chickasaw Nation represent the occupations of both employed and retired members.**

**Atop a hill in a three-acre setting, the Covenant facility built in 2001 houses a worship area, SS rooms, library/meeting room, office, kitchen and fellowship hall. In 2015 a debt-free Christian Life Center was completed that provides members with a multi-purpose fellowship hall with kitchen, restrooms and an activity/gym center. Use of the multi-purpose building is encouraged for members and community functions as well.**

 **2. The Community**

Describe the community in which the church is located in such a way that a stranger could visualize the kind of community it is. What educational, cultural, and medical facilities are available, either in the community or nearby? What other churches serve the same community? Are there special, or major, issues confronting the community and, if so, how is the church responding to them?

**The Latta community, a suburb of Ada, is a small rural community in Southeastern Oklahoma. The Ada community is a diverse community of 17,000 + population. It is the hub of Pontotoc County, which has approximately 45,000 people. The border of the county is roughly within a 30-mile radius. It is a university community that provides access to arts and higher education. The business community is engaged in manufacturing and research. Being rural, agriculture also plays a major part in the local economy.**

**There are several great public school systems in the area, some with exceptionally high statewide ratings. East Central University and The Pontotoc Technology Center offer further educational opportunities.**

**The combined minority groups make up roughly 25% of the population, with Native Americans comprising 18%,**

**Medical facilities are exceptional for a city the size of Ada. Mercy Hospital and the Chickasaw Nation Hospital are the two full-range hospitals. In addition, there is the Rolling Hills Psychiatric Hospital.**

**There are a wide variety of denominations comprising approximately 80 churches in the county. In the Ada vicinity alone, there are six Baptist denominations that have a total of 17 churches. In addition, there are six non-denominational churches, three Church of Christ churches, two Presbyterian, two Methodist, one Catholic, one Episcopal, one Mormon, two Seventh Day Adventist, and a variety of several small churches.**

**The main issues for the community are poverty, homelessness, housing, food and medical necessities. The church is involved with helping to alleviate some of these problems. Many members participate with another church in helping hand out food through the “Matthew 25 mission.” Covenant also feeds a number of people from Covenant’s own Food Pantry where families are given a week’s worth of food.**

**Currently, a new effort has been launched to assist the homeless through a community project that has just been initiated called “Mama T’s.” Covenant is actively participating financially in this project. In addition, four times a year, members participate in feeding the clients and doctors who attend Compassion Outreach, a bi-monthly free medical clinic. Covenant members prepare, deliver, serve, and clean-up following the meal.**

**B. PROGRAM AREAS IN THE LIFE OF THE CHURCH**

Comment on such program areas as worship, fellowship, Christian education, evangelism, stewardship, missions (both local and beyond the congregation). Describe some programs or involvements by the church that have been most meaningful in your church’s life and ministry. What kind of structure is used to plan and implement programs in your church, e.g., committee structure, what committees are functioning, how often do they meet, etc.?

**Covenant Church is a church that likes to be involved and engaged in meaningful worship and fellowship.**

 **In the area of Christian education, Covenant has strong programs with different teaching styles in the adult Sunday School classes where individuals are free to attend the class of their choice. The children’s Sunday School program is planned by the Christian Ed Director. Covenant youth group participates in programs developed by the youth minister. Both programs are supervised and approved by the pastor.**

 **Covenant views evangelism as associational through personal contact. Stewardship is seen not only as monetary, but time and talents as well.**

 **Mission involvement ranges from OUO (Cumberland Presbyterian international missions) and moves down to the local level. These missions include:**

* **OUO**
* **Plumpy Nut**
* **Stott-Wallace**
* **Water wells (children led mission)**
* **Heifer International (children led mission)**
* **Fellowship Activities Community Education Service (FACES)**
* **Food Pantry**
* **Compassion Outreach (medical)**
* **Meals on Wheels**
* **Mama T’s**
* **Local School (Latta School) student-need assistance**
* **CPWM**
	+ **Hot lunch program South America**
	+ **Children’s Home**
	+ **Lakota Indians (South Dakota)**
	+ **Red River Camp**

**The children experience an on-going mission project that focuses on one mission until that goal is reached.**

**Currently, two committees (Communications and Missions) meet regularly. Other committees such as grounds, fellowship, worship, etc. meet on an “as needed” basis**.

**C. GOALS, OBJECTIVES, VIEWPOINTS**

What goals/objectives have been established by your church for its life and ministry?

 **The purpose of Covenant Church is to glorify God through Worship and Christian fellowship, Minister to all people and Cultivate disciples for Jesus Christ.**

1. **Committed participation and fellowship by active members**
2. **Build-up congregation through various age groups with a heavy dose of children and youth**
3. **Minister to needs inside and outside the covenant group.**

 Comment on your understanding of some major issues that your church will be facing in the coming few years (five to ten years).

**For our church to continue to exist Covenant must strive for 20 to 40-year-old members who want to grow spiritually. These new members must involve themselves regularly. The church must encourage inclusion for this to happen.**

**D. BENEVOLENCE SUPPORT**

What percentage of your church’s annual total offerings is given to benevolent causes? Use the last complete fiscal year to figure the percentage and note if there are plans to increase or decrease the benevolent support in the current fiscal year. In figuring the total benevolent support, include such items as Our United Outreach (OUO), presbyterial and synodical causes, Second Mile Giving that is directed to programs outside your local congregation, and local benevolences outside your congregation but in the community, e.g., aid for the needy, etc.

List the non-denominational causes, if any, to which benevolence/mission support is given, along with an approximate annual amount, e.g., World Vision (other than what is channeled through the denominational program that is linked with World Vision.

**Covenant is a giving church. The percentage of giving in the last 7 years has ranged from 13.5% to 20%. Although giving to OUO is not at the denominational-recommended rate of 10%, the difference is made up with specific outreach opportunities that have special meaning to Covenant church.**

**In addition to ongoing mission outreach, which is listed in Part IV, under Program Areas in the Life of the Church, the congregation takes on special mission projects, often in conjunction with children’s projects.**

**Over the last five years, over $12,000 has been raised to support the children’s mission projects, ranging from animals through Heifer International, Water Filtering systems for African villages, and also the digging of a well for an African village.**

**On two separate occasions, the church has raised money for Plumpynut, a nutritional supplement, which is distributed by Doctors Without Borders. Those two projects raised $31,000.**