



**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](http://www.pcusa.org/clc)**

### MINISTRY INFORMATION FORM

Ministry ID 10673  
Ministry Name Covenant Presbyterian Church  
Mailing Address 816 Olive Street  
City Scranton State PA Zip Code 18509  
Telephone Number 570-346-6400 Fax Number N/A  
Email floomer3@aol.com  
Website [www.covenantchscr.org](http://www.covenantchscr.org)

#### Congregation or Organization Size(Select one)

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

Average Worship Attendance 125





**\*Select below the position to be filled and the minimal number of years of experience required (e.g. no experience, first ordained call, up to 2 years, 2-5 years, 5-10 years, or above 10 years)**

<u>Years of Experience</u>	<u>Position Type</u>	<u>Years of Experience</u>	<u>Position Type</u>
	Solo Pastor		General Assembly Staff
	Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff)		Church Business Administrator
	Head of Staff (supervised one teaching elder and other staff)		Executive Director
<u>First Call</u>	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
	Pastor Interim		Administrator
	Pastor ( for a designated term)		Funds Developer
	Pastor (Other Temporary i.e., Supply, Student)		Finance Manager
	Pastor, yoked/parish		Media Specialist
	Co-pastor		Communicator
	Executive Pastor		Coordinator
	Evangelist or Mission Pastor		Youth Director (non-ordained)
	Bi-vocational/Tentmaker		Other
	Chaplain		
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		
	Synod Executive		
	Mid-Council Program Staff		



You may also specify the position title (if appropriate) Associate Pastor of Christian Education and Family Ministry

**\*Employment Status**

Full Time                       Part Time                       Open to Either  
 Bi-vocational (able to provide employment through outside partnership)

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

**Clergy Couple** (Are you open to a clergy couple?) Yes  No

**Certification/Training** (check below the desired certification or training needed for the position):

<b>Interim/Transitional Ministry Training</b>	<input type="checkbox"/>	<b>Interim Executive Presbyter Training</b>	<input type="checkbox"/>
<b>Certified Christian Educator</b>	<input type="checkbox"/>	<b>Certified Business Administrator</b>	<input type="checkbox"/>
<b>Certified Conflict Mediator</b>	<input type="checkbox"/>	<b>Clinical Pastoral Education Training</b>	<input type="checkbox"/>
<b>Other</b> _____			

**Language Requirements**

<input checked="" type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Korean	<input type="checkbox"/> French
<input type="checkbox"/> Arabic	<input type="checkbox"/> Armenian	<input type="checkbox"/> Creole	<input type="checkbox"/> Portuguese
<input type="checkbox"/> Japanese	<input type="checkbox"/> Russian	<input type="checkbox"/> Swahili	<input type="checkbox"/> Burmese
<input type="checkbox"/> Cambodian	<input type="checkbox"/> Indonesian	<input type="checkbox"/> Laotian	<input type="checkbox"/> Thai
<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Taiwanese	<input type="checkbox"/> Cantonese	<input type="checkbox"/> Mandarin Chinese
<input type="checkbox"/> Twi	<input type="checkbox"/> Sign Language	<input type="checkbox"/> Other _____	

**Statement of Faith Required**  Yes                       No



## **Mission Statement**

What is your congregation's or organization's Mission Statement?

The mission of Covenant Presbyterian Church is to be an instrument for God's transformation of individuals and society by:

Welcoming – all who come our way;  
Seeking – those who have not come;  
Teaching – the message of Christ's love in word and deed;  
Expressing gratitude – to God through stewardship and worship; and  
Caring for and praying for – those in need of emotional and spiritual support, direct service or partners in their struggle for justice both locally and throughout the world.

## **NARRATIVE QUESTIONS**

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

1. What is the congregation's or organization's vision for ministry? Additionally describe how this vision is lived out.

Our Mission Statement is the foundation of our vision for ministry. It begins with welcoming all who come our way who seek to know Jesus Christ. Covenant Church fosters a practice of reformed worship which expresses through liturgy, sacraments, music, praise and prayer, our thanks to God. We strive to increase our knowledge of God's love and work through study, prayer and sharing our faith. Covenant is a church whose ministry of the Word maintains the highest standards of proclamation and instruction in the Holy Scripture serving the congregation, the neighborhood, the city and the world around us. Covenant has a liturgical Sunday morning service, which follows the lectionary calendar of readings, supplemented by children's meditation, prayer and reflection, and monthly celebration of communion. Music ministry is an integral part of our church. We have an outstanding music program led by a full time, doctoral level Director of Music, including a vocal and hand bell choir and children's choir. The Christian Education department focuses on the diverse faith journey of all members of various ages including Godly Play, youth ministry and adult bible study. We have a Covenant Public Concert series, and a Covenant's Women's Association.



2. How do you feel called to reach out to address the emerging needs of your community or constituency?

Covenant supports many community and international programs. We support through direct mission funding the Women's Resource Center, the McCauley House, Employment Opportunity & Training Center, American Lung Association, Saint Francis of Assisi Soup Kitchen, the Edward Leahy Free Medical Clinic, and our Presbytery's Camp and Conference center. We support eight PCUSA mission partners around the globe. Through hands on ministry, our youth have served on various mission trips including storm ravaged communities after hurricane Sandy, feeding the poor of inner city Washington, DC and helping the poor in Appalachia. Our deacons serve members of the church and community through service projects along with local social service agencies. Our neo-gothic cathedral style church provides space for many community organizations – Infant Day Care Program, Alcoholics Anonymous, ALANON, Safety Net, Breadbasket, Habitat for Humanity, and the offices of the Presbytery of Lackawanna. Covenant's stewardship mission includes Advent and Easter workshops, mid-week worship during Advent and Lent, and a labyrinth meditation and discipline. Covenant is experiencing a renaissance of growth in new members, young adults and families who express a desire to grow in their relationships with each other and with Christ. It is our belief that we are in a position to expand upon that growth by bolstering the sound history and heritage of Christian education, by creating this role of Associate Pastor.

3. How will this position help you to reach your vision and mission goals?

Our vision is to be a congregation leading the way in Christian Education regionally. Of the forty-six churches in the seven counties of the Presbytery of Lackawanna we will be the only church with a full time Associate Pastor dedicated to Christian Education and family ministry. We consider it our mission to have an ordained minister lead our growing congregation with educational programs and minister to children, youth, young adults and families. An Associate Pastor will allow everyone, from toddlers to adults, the opportunity to be nurtured on their faith journey and be led in a new depth of faith. Our church is in the heart of a culturally diverse and revitalized city only blocks away from the University of Scranton and a short distance from major metropolitan areas such as New York City, Philadelphia and Washington, DC. Outreach to the community is vital so that we can teach and reach those within our walls and extend a hand to others who are looking for Christ outside of our church. Having a full time Associate Pastor also gives us the opportunity to open up and explore alternative worship services which may better serve the young and young at heart.



4. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.

Show enthusiasm and energy in teaching the foundations of the Christian faith with a strong desire to nurture young people about the love of Jesus Christ. Must be an ordained minister or on a path toward ordination. Have experience and/or training in leading and directing a Christian Education program with a background in family and youth ministry. Have knowledge of God's word and the PCUSA doctrine. Exude passion about his or her relationship with Jesus. Have an unwavering thirst for spiritual growth. Generate new ideas and programs with an infectious ability to encourage others to continually learn. Be self-motivated. Have a good sense of humor. Work in tandem with the current leadership and who values a team concept of ministry with a united vision for the church and its work. Have the ability to work with any age group, listening with compassion and guiding with care. Good organizational and communication skills. Navigate the platforms of technology, social media, and multimedia as a useful tool for ministry. Possess "the fruit of the spirit - love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, self-control." "You shall love the Lord with all your heart and with all your soul and with all your mind."

5. For what specific tasks, assignments, and programs areas will this person have responsibility?

We search for a pastor who will participate fully in the life of this church, motivating member involvement by the example of his or her own passionate faith in Jesus Christ. She or he will serve to direct and lead Christian Education along with programming for family and young adults, early childhood, elementary, middle school and high school age youth. Recruit, train and equip volunteers in the various ministries of Christian Education. Assist in activities, faith integration, and education during the week between our Sunday worship services. Develop relationships with and among our youth and lead youth fellowship. Provide direct pastoral care to youth and young adults as they walk their faith journey and face societal pressures. Seek to foster Christian community through building relationships with families and young people and provide opportunities for them to engage with each other that strengthens their commitment to the church and growth of faith in Jesus Christ. Explore and develop alternative worship opportunities that will provide spiritual leadership to our young adults and outreach to the community. Organize summer programs, camps and mission trips. Direct our youth in leading worship services. Encourage them to participate in music ministry, and other aspects of the church's mission.



### **OPTIONAL LINKS**

Provide below any links to online information that may help call seekers understand your congregation or organization. (e.g. *organization or community websites, online newsletters, demographic information*) Please note the CLC system does not warehouse links. (Limit characters to 500)

Covenant Presbyterian Church website - [www.covenantchscr.org](http://www.covenantchscr.org)

Find us on Facebook!

[www.facebook.com/Covenant-Presbyterian-Church-135727049467](https://www.facebook.com/Covenant-Presbyterian-Church-135727049467)

[www.facebook.com/groups/443515925728650](https://www.facebook.com/groups/443515925728650)



**\*LEADERSHIP COMPETENCIES**

(Select 10 leadership competencies from the list below that are required for the position.)

<b>THEOLOGICAL/SPIRITUAL INTERPRETER</b>	
X	<p><b>Compassionate</b> – having the ability to suffer with others; being motivated by others pain and is called into action as advocate; is motivated by caring for others while concurrently keeping the organizational goals clearly in focus.</p>
	<p><b>Hopeful</b> – maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; and helps followers to see a way through chaos and complexity.</p>
	<p><b>Preaching and Worship Leadership:</b> Is a consistently effective preacher and worship leader; is able to inspire from the pulpit; communicates a clear and consistent message through sermons that are carefully prepared and artfully delivered; projects the identity and character of the congregation through worship leadership presence.</p>
	<p><b>Spiritual Maturity:</b> Shows strong personal depth and spiritual grounding; demonstrates integrity by walking the talk and by responding with faithfulness of purpose; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology.</p>
	<p><b>Lifelong Learner</b> – individuals who use every experience in life as a potential tool for growth; one who pursues continuing education; and those who build on strengths and seek assistance to improve weaknesses.</p>
X	<p><b>Teacher</b> – creates learning environments where students are active participants as individuals and as members of collaborative groups; designs lesson plans that teach concepts, facts, and theology; effectively uses multiple learning tools to reach a wide variety of learners; revises instructional strategies based upon ministry/organization context.</p>
<b>COMMUNICATION</b>	
X	<p><b>Communicator</b> - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.</p>
	<p><b>Bilingual</b> – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.</p>
	<p><b>Public Communicator</b> - Demonstrates a comfortable ease when speaking in a variety of settings (both small and large groups); is effective at addressing a variety of topics; can get messages across with the desired effect.</p>
	<p><b>Media Communicator:</b> Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)</p>
	<p><b>Technologically Savvy</b> - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.</p>
<b>ORGANIZATIONAL LEADERSHIP</b>	



	<b>Advisor</b> – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.		<b>Change Agent</b> – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.
	<b>Contextualization</b> – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.		<b>Culturally Proficient</b> – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.
	<b>Externally Aware</b> - identifies and keeps informed of the polity of the church and/or the organization; maintains current with laws, regulations, policies, procedures, trends, and developments both internally and in the larger society.		<b>Entrepreneurial</b> - leaders that are creative in using resources; identifies opportunities to develop; is willing to take risks, initiates actions that involve a deliberate risk to achieve a recognized benefit or advantage.
	<b>Risk Taker</b> – persons with the ability to take appropriate risk to accomplish needed goals; one who thinks outside the box and who is not afraid of challenging the status-quo.		<b>Task Manager</b> - Assures that effective controls are developed and maintained to ensure the integrity of the organization; holds self and others accountable for rules and responsibilities; can be relied upon to ensure that projects within areas of specific responsibility are completed in a timely manner and within budget; and monitors and evaluates plans, focuses on results and measuring attainment of outcomes.
	<b>Willingness to Engage Conflict:</b> Steps up to conflicts, seeing them as opportunities; reads situations quickly; good at focused listening; can identify common ground and elicit cooperation from others in crafting mutual solutions.		<b>Decision Making:</b> Makes effective decisions, balancing analysis, wisdom, experience, and judgment; is aware of the long term implications of choices made; is generally regarded as offering solutions and suggestions that are correct and effective.
X	<b>Organizational Agility:</b> Is astute about how congregations and/or organizations work; knows how to get things done through formal and informal channels; understands the importance of supporting good policy, practice, and procedure; appreciates the power in the culture of a congregation; is politically savvy.	X	<b>Strategy and Vision:</b> Sees ahead clearly, keeping focused on the larger picture; can anticipate future consequences and trends accurately; is future oriented; casts a compelling and inspired vision for a preferred future; sees possibility; crafts breakthrough strategies.
	<b>Financial Manager</b> – deliver results by maximizing organizational effectiveness and sustainability through the best use of available financial resources; allocates and manages finances transparently; implements strategies to achieve operational efficiencies and value for money; puts in place rigorous and comprehensive financial accountability systems.		<b>Funds Developer</b> – maintains the ability to solicit donations used to fund the budget of the organization; effectively expresses the needs for funds to potential donors; responsible for adding new potential donors to the organization's contact list; prepares statement of planned activities and enlists support for mission initiatives.
X	<b>Collaboration:</b> Has a natural orientation toward getting people to work together; shares wins and successes; fosters open dialogue; lets people finish and be responsible for their work; creates strong feelings of belonging among group members; is a good judge of talent and can accurately assess the strengths and limitations of others.		



**INTERPERSONAL ENGAGEMENT**

X	<b>Interpersonal Engagement</b> - Displays a consistent ability to build solid relationships of trust and respect inside and outside of the organization; engage people, organizations, and partners in developing goals, executing plans, and delivering results; use negotiation skills and adaptability to encourage recognition of joint concerns, collaboration, and to influence the success of outcomes.	<b>Bridge Builder</b> – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
X	<b>Motivator</b> - Creates and sustains an organizational culture which permits others to provide the quality of service essential to high performance. Enables others to acquire the tools and support they need to perform well; and influences others toward a spirit of service and meaningful contributions to mission accomplishment.	<b>Personal Resilience:</b> Learns from adversity and failure; picks up on the need to change personal, interpersonal, and leadership behaviors; deals well with ambiguity; copes effectively with change; can decide and act without having the total picture; comfortably handles risk and uncertainty; seeks feedback; expresses personal regret when appropriate
X	<b>Initiative:</b> Demonstrates ambition is highly motivated; is action oriented and full of energy for things seen as challenging; seizes opportunity; pushes self and others to achieve desired results.	X <b>Flexibility</b> - Adapts behavior and work methods in response to new information, changing conditions, unexpected obstacles, or ambiguity; remains open to new ideas and approaches; and works concurrently on related and conflicting priorities without losing focus or attention.
	<b>Self Differentiation:</b> Demonstrates strong and appropriate personal boundaries in relationships; has a healthy appreciation of self, without being egotistical; is emotionally mature; can maintain a less- anxious presence in the midst of turmoil; is not overly dependent upon outside affirmation; works to build a strong personal support system.	

**\*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 (U.S.A.)

See Effective Salary Definition at [Board of Pensions](#).

Minimum *Effective* Salary \$           \$52,627.00                                Maximum *Effective* Salary           \$55,627.00          

Housing Type                                 Manse

           Housing Allowance

           Open To Either (Manse or Housing Allowance)

           Not Applicable (*For Non-pastoral Positions Only*)



### **\*EQUAL EMPLOYMENT OPPORTUNITY**

The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore, no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than stated in this Constitution. (F-1.0403)

Each Pastor Nominating committee and Search committee is expected to undertake its search for a Teaching Elder 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 and Search Committee affirmed its intention to follow the Form of Government in this regard?

Yes

No

### **REFERENCES (Limit 3)**

**Below, please list three persons who know your congregation. You might list your Presbytery leadership, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.**

Name Reverend Virginia Miner

Address 816 Olive Street, Scranton, PA 18510

Phone Numbers 570-357-2226

Relation Transitional Presbyter of Lackawanna Presbytery

E-mail POLackawanna.actingGP@gmail.com

Name Reverend James Thyren

Address 454 Wyoming Ave., Wyoming, PA 18644

Phone Numbers 570-609-5410

Relation Pastor

E-mail gudwords@aol.com



Name Dr. Timothy Smith  
Address 16 N. Briar Hill, Lakeville, PA 18438  
Phone Numbers 570-346-6400  
Relation Director of Music, Covenant Presbyterian Church  
E-mail cpcmusic@frontier.com

**\*Pastor Nominating Committee/Search Committee Chairperson/Mid-council Search Committee Chairperson:**

Name R. Stephen Carter  
Address 943 Sanderson Ave  
City Scranton. State PA Zip Code 18509  
Preferred Phone 570-342-3193  
Alternate Phone \_\_\_\_\_  
E-mail Address for PNC Communications (required) liteyear1@epix.net

**ENDORSEMENTS**

Pastor Nominating Committee/  
Search Committee \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Presbytery \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

