

## Instructions for Completing the New Hampshire Conference, UCC

### Local Church Profile

- Search committee members will be given access to view the contents of a Drop Box folder for the duration of your search. The folder is administered by your Conference staff on your behalf. Watch for an email that invites you to enter this folder.
- As you engage the search and call process, you are invited to use this email: [searchandcall@nhcucc.org](mailto:searchandcall@nhcucc.org). It is monitored by all NHCUCC staff involved in this process.
- We suggest that a separate email distribution group be created for the duration of the search and call process. This will ensure appropriate confidentiality throughout your process. The Conference staff can assist you with this if necessary.
- We recommend that Search Committees designate a member to work with MissionInsite, <http://missioninsite.com/>, in researching their neighborhood. MissionInsite is a demographic tool that is purchased by the NHCUCC and may be used by any of our local churches at no additional cost. Please contact your Search and Call Consultant if you have questions about accessing this service.
- The NHCUCC Clergy Compensation Guidelines for Authorized Ministers, the Compensation Calculator, and the current Health & Dental Rates for Authorized Ministers may be found on the Conference website, [www.nhcucc.org](http://www.nhcucc.org), under the Resources/Links tab.

02/15/2018  
Date

Search Committee  
Position Title

**New Hampshire Conference  
United Church of Christ**

**LOCAL CHURCH PROFILE**

**FOR LOCAL CHURCHES SEEKING  
PASTORAL LEADERS**

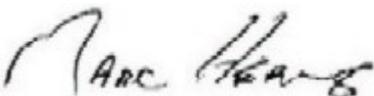
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**Local Church  
Statement of Consent**

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The covenantal relationship between a church and those called by that church to serve as pastors and teachers and in other ministerial positions is strengthened when vital information is openly shared by covenantal partners. To that end, we attest that, to the best of our abilities, we have provided information in this profile that accurately represents our church. We have not knowingly withheld any information that would be helpful to candidates. As the committee charged with the responsibility for identifying and recommending a suitable new minister for our church, we have been authorized to share the information herein with potential candidates

We understand that a candidate may wish to secure further knowledge, information, and opinion about our church. We encourage a candidate to do so, recognizing that an open exchange of relevant information builds the foundation for continuing healthy relationships between calling bodies and persons seeking a ministry position.

  
Signature of Search Committee Chairperson

February 15, 2018  
Date

**Local Church / Ministry Setting**

Name: First Congregational Church of Pembroke, UCC

Address: 301 Pembroke Street

City, State, Zip: Pembroke, NH 03275

02/15/2018  
Date

Search Committee Chairperson  
Position Title

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## LOCAL CHURCH PROFILE

### FOR LOCAL CHURCHES SEEKING PASTORAL LEADERS

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Please return this completed document to your Search & Call Consultant.

- 1. Local Church / Ministry Setting:** First Congregational Church of Pembroke
  
- 2. Address:** 301 Pembroke St.  
City, State, and Zip: Pembroke, NH 03275  
Church Website: pembrokechurch.org
  
- 3. Name of Search Committee Chairperson/Contact Person:**  
Address: Marc Herring  
City, State, and Zip: 385 Deerfield Road, Allenstown, NH 03275  
Telephone: (603) 867-7951  
Email: mherring@imarcinc.com FAX:
  
- 4. NHCUCC Search & Call Consultant:** Rev. Richard Slater, Associate Conference Minister  
Address: 140 Sheep Davis Road  
City, State, Zip: Pembroke, NH 03275-3711  
Telephone: 603.715.9527  
Email: [rslater@nhcucc.org](mailto:rslater@nhcucc.org) FAX: 603.225.2345

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### MEMBERSHIP INFORMATION

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- 5. Membership:** *(as reflected in the eleven-year UCC Statistical Report for our church; "est." indicates the figure is an estimate.)*

	Last Year	5 Years Ago	10 Years Ago
<b>a.</b> # Church members	116	147	214
<b>b.</b> Average attendance at worship	50	55	70
<b>c.</b> Average participation of children/youth in C.E.	10	20	20
<b>d.</b> Average weekly participation in adult education	0	0	0
<b>e.</b> # Members who are ordained clergy	1	2	

## 6. Profile of Congregation

Estimate percentage of congregation. Each category should add up to 100%.

### a. Age:

5 % ages 0 - 18

30 % ages 19-50

65 % ages 50 +

### b. Education level of adults:

20 % high school graduates or less

20 % some college/vocational school

40 % college graduates

20 % graduate school

**“So we who are many,  
are one body  
in Christ . . .”  
Romans 12:5a**

### c. Family units:

35 % couples with children at home

45 % couples without children at home

15 % single

5 % single parent with children at home

### d. Occupation of adults:

     % business

     % clerical

2 % military

     % laborer/manufacturing

36 % professional

2 % student

20 % tradesperson

40 % retired

### e. Employment:

57 % employed

3 % not currently employed

40 % retired

### f. Describe the racial-ethnic makeup of your congregation:

**95% Caucasian**

**5% Other**

## CHURCH FINANCES

*(Figures reflect the eleven-year UCC statistical reports as well as the church's annual reports.)*

	<b>Last Year</b>	<b>5 Years Ago</b>	<b>10 Years Ago</b>
<b>7. Total Church Income</b>			
<b>a. Members offerings and pledges</b>	\$126,886	\$138,140	123,452
<b>b. Interest from investment or endowments</b>	N/A	N/A	N/A
<b>c. Principal reduction (endowments or investments)</b>	N/A	N/A	N/A
<b>d. Rentals</b>			
<b>e. Special Fundraising</b>	N/A	N/A	N/A
<b>f. Other</b>			

If the church has conducted an annual stewardship campaign, list results for the past two years:

Goal: \$                      Pledges: \$                      Actual Received: \$

Goal: \$                      Pledges: \$                      Actual Received: \$

	<b>Last Year</b>	<b>5 Years Ago</b>	<b>10 Years Ago</b>
<b>8. Total Operating Budget</b>	\$151,723	\$178,293	\$146,691
<b>a.</b> Our Church's Wider Mission Basic Support	\$4,000	\$4,000	\$4,000
<b>b.</b> Our Church's Wider Mission Special Support	\$1,012	Unknown	unknown
<b>c.</b> Other gifts	0	0	0
<b>d.</b> Current local expenses	0	0	0
<b>e.</b> Other debt	0	0	0

The numbers above reflect our record-keeping since our fiscal year is not the calendar year.

**9. OCWM Special Support that your church gave last year (should match the total in #8b):**

\$290 One Great Hour of Sharing

\$112 Neighbors in Need

\$610 Christmas Fund

\_\_\_\_\_ Strengthen the Church

\_\_\_\_\_ Basic Support for Our Church's Wider Mission (only if received through special offerings and not included as a regular budget item in #8a above.)

**10. Mission**

- a.** Beyond your contributions through the UCC, name the most significant local or global missions/ministries or agencies that were financially supported by your local church last year and the amount of support:

<b>Name</b>	<b>Amount</b>
1. Mission Possible- 2015	Local Work; raised and spent \$5,000.00
<p>This was a church wide effort that had participation at multiple levels, including work crews to repair and build needed facilities for local residents. Those who could not be a part of the work crews provided support such as leading bible studies for residents and preparing food for the workers and residents. Others within the church provided financial support.</p>	

- b.** What mission project has excited your church the most in the past three years? Why?

Mission Possible

- Local Community
- Organized by the Congregation
- Involved all members of the church

**11. Indebtedness**

- a.** Total amount of outstanding mortgages/capital debt: \$ 0

**“God is able to provide you with every blessing in abundance.”**  
**II Cor. 9:8a**



d. Describe buildings and property of your church except the parsonage:

The sanctuary was built in 1840 and expanded through the last 60 years. There is an outside chapel built as an Eagle Scout project and then recently another Eagle Scout project did needed repairs on the altar and stabilized the bench seating.

e. Is the church building (including sanctuary and offices) handicapped accessible? Yes X Partially (specify) \_\_\_\_\_ No \_\_\_\_\_

Is the pulpit handicapped accessible? Yes \_\_\_\_\_ No X

f. If a building program is projected or underway, describe it, including estimated date of completion: N/A

g. If the church owns a parsonage, describe it: N/A

Address:

City, State, Zip:

Number of Rooms:

Number of Bedrooms:

Number of Bathrooms:

Description:

Distance from Church:

Handicapped Accessible? Yes \_\_\_ No \_\_\_ Partially \_\_\_

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**FINANCIAL SUPPORT OF MINISTERIAL LEADERS**

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**14. Does your church follow the NHCUCC Compensation Guidelines for Authorized Ministers?**

X yes      \_\_\_ yes for some compensation items but not all      \_\_\_ no

This ministry is to be considered:

X Full Time

\_\_\_ 3/4 Time

\_\_\_ 1/2 Time

\_\_\_ 1/4 Time

Describe your understanding of part-time ministry. If less than full time, how many days per week (in addition to Sunday) do you anticipate that your minister will be engaged in working for the church?

N/A

**15. Salary History**

To provide a profile of salaries for the position you are seeking to fill, indicate salaries at the beginning and ending of the ministers’ tenure. Do not include interim positions. If a parsonage is provided, insert the letter “P” in the space provided. *Provide information for the last 3 leaders or the last ten years.*

	Start Date				End Date			
	Year	Salary	Housing	Parsonage	Year	Salary	Housing	Parsonage
a. Last	2008	\$32,352	\$21,060	0	2015	\$33,154	\$21,060	0
b. Previous	1995	\$25,760	\$14,000	0	2006	\$25,760	\$14,000	0
c. Next previous	1981				1993	\$27,500	\$10,000	0

**16. During the above period, has your church ever failed to fulfill its financial obligations to its pastor?** \_\_\_\_yes     X  no    If yes, please comment:

**17. Salary, Benefits, and Expenses Offered**

- a. Salary Basis (Cash Salary & Housing)    Negotiable up to the UCC conference max
  
- b. Housing:  X  Housing allowance only    \_\_\_\_ Parsonage only    \_\_\_\_ Could offer either
  
- c. Customary benefits:
  - X  Vacation:    \_\_\_\_4\_\_ weeks annually
  - X  Maternity/paternity leave
  - X  UCC Retirement Annuity ( 14% of Salary Basis)
  - X  UCC Life and Disability Insurance Benefits
  - X  UCC Health Benefits    \_\_\_\_ Individual     X  Family
  - X  UCC Dental Benefits    \_\_\_\_ Individual     X  Family
  - X  Social Security/Medicare Offset ( 7.65% of Salary Basis)
  - X  Continuing Education Funds
  - X  Continuing Education Time
  - X  Sabbatical Leave (  3 months after 7 years – with stipulations)
  - \_\_\_\_ Other benefits (specify) \_\_\_\_\_
  
- d. Ministry Expenses (unchecked items are negotiable)
  - x  Travel Reimbursement (IRS Business Mileage Rate)
  - \_\_\_\_ Meeting Expense Reimbursement
  - \_\_\_\_ Books and Periodicals
  - \_\_\_\_ Reimbursement of Criminal Background Check Fee - \$160
  - \_\_\_\_ Moving Expenses

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## COMMUNITY CHARACTERISTICS

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### 18. Population

- a. Population of total city or town in which your church is located: 7,000
- b. Describe the population by racial-ethnic category and identify the source of the information:

85% Caucasian

15% Other

This information was provided by the town.

### 19. Economic Factors

Identify major sources of employment/income in your community:

- a. Within the town of Pembroke- Associated Grocers and Pembroke School District
- b. Healthcare Field
- c. State Government

### 20. General Description *(Add \*\*\* if the information came from a survey of the congregation)*

- a. Describe three distinctive attributes of your community:
  1. Steady population
  2. Low crime
  3. Low unemployment
- b. Identify major trends you envision in your community during the next five years:
  1. Being transient and continued aging of population.
  2. Fewer long term residents, thus reducing the historical connection to the church/town.
  3. Potential for new small companies/startups.
- c. List three or four problem areas confronting your community that members feel your church should address:
  1. Substance use – The opioid crisis is affecting all segments of the population.
  2. Low income needs including housing. Our Mission Possible projects help with the repair and upkeep of some of the housing.
  3. Recreational activities for teens and elderly – a new recreational center was recently built in Allenstown (bordering town) and being involved in this could expand our outreach.

**d. Indicate Mission Activities**

**1. In which your church participates as a part of its mission in the community:**

- Mission Possible as described in question 10
- Charter organization for Boy Scout Troup 270

**2. In which your church expects the leader you are now seeking to participate:**

- Our mission statement “To Know God and Make Him Known” is what we as a congregation expect of ourselves and our new minister. This would include outreach to the surrounding communities. Our congregation comes from Pembroke as well as many other cities and/or towns in a 25 mile range. As a congregation we want to do more to be seen in these towns and need a leader that can help us facilitate that.

**e. Describe how your church building is now being used by the community:**

- Boy Scouts and Girl Scouts
- School music program
- Community concerts
- Provides facility for community organizations

**f. Indicate the number of school districts from which members of your church are drawn:**

\_\_\_\_\_ one      \_\_\_\_\_ two      X   three or more

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## CONGREGATIONAL LIFE

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*(Add \*\*\* if the information came from a survey of the congregation)*

### 21. Identify major trends you envision in your church in the next five years

- Spiritual Life
- Fellowship
- Outreach

### 22. Planning

a. All churches do planning. How would you characterize the way planning is done in your church?

Various committees and sub groups including worship planning team which supports the minister and organist.

b. What expectations do you have of the person you are seeking in relation to the planning that takes place?

The new pastor should be willing to lead with strong participation from the congregation.

c. When was the last time your church undertook a period of discernment and long-range planning in an intentional way?

Prior to the retirement of our prior pastor in 2015, we undertook a year-long assessment, led by the church council, on where we as a church should focus our energies.

d. What were the outcomes of your intentional long-range planning?

The outcome of the assessment was that we needed to be more active in the community concentrate on our spiritual growth. It was the result of this assessment where we decided to update our mission statement to the current "To Know God and Make Him Known".

e. Does your church have any plans to undertake a period of intentional long-range planning in the future?

At this time it is important to act on what we determined our goals were before doing another assessment.

### 23. Reflections on Congregational Life

Comment on the following with what you believe to be the generally-held responses of the congregation.  
(Add \*\*\* if information came from a survey of the congregation.)

- a. Identify the three most important faith experiences in the history of your church. These reflect not specific events, but a culmination of similar experiences or several years.

**Event**

1. **Music events / concerts**
2. **Support during time of illness and/loss**
3. **Work Camp / Mission Possible**

- b. Describe a specific change that your church has managed well in the recent past.

Pastors retirement and the transition period following

- c. Describe a challenge that has been difficult for the church in the past five years.

As with most small congregations and especially those with buildings that are older, there is always the stress of making sure that the buildings are maintained so that the worship experience can be as fruitful as possible.

- d. What is God calling your church to do/become over the next few years?

With the results of our assessment in 2015 and during the transition time between ministers our congregation is committed to extending our visibility in Pembroke and the surrounding communities. Our desire to enhance our spiritual growth and use that to make a difference in our own lives and those around us.

- e. Who is your neighbor? What is the nature of your neighborhood?

Historically the church was the center of the town with schools, businesses and residential areas surrounding the building. But our neighbor is much more than who or what is physically nearby. Our church serves multiple communities that extend to over 25 miles and we strive to be a place that can be people of God for all who are seeking.

- f. Describe the educational program of your church:

Identify the curriculum/a used in your church school and the person or committee responsible for selection of curriculum/a:

The Christian Education team leads the church school curriculum: Power Express

Indicate resources used for Confirmation and the person or committee responsible for the selection of these resources:

We have not had a confirmation class in recent years. In prior classes it was left to the pastor for guidance.

Are there educational opportunities for all ages? \_\_\_\_\_ yes      X   no

Our education programs are aimed at the junior high and younger groups. At this time we do not have any high school students, but in the past this age group existed, educational opportunities were available for them as well.

List all adult education opportunities that are offered by your church.

- Bible Studies / discussion groups led by the pastor and lay leaders within the church
- Various group studies led by the pastor

Does your church have a written Safe Church Policy?

   Yes      X   No (If No, has a group worked on this issue in the past? What was the outcome?)

There has not been a organized effort to establish such a policy in the past 10 years, but we do maintain basic rules such as multiple teachers/adults at each class that involves children or young adults.

- g.** Describe how the church expects the person you are seeking to participate in the congregation's educational programs:

Insight from our minister, as well as being willing to provide leadership in existing and potentially new offerings, can help us to continue to grow spiritually. Many members of the congregation have a strong passion and calling to provide leadership in this area.

- h.** Describe in a succinct statement the organizational structure of your congregation.

At our core we are a congregational church as such we are involved in all layers of the organizational structure of the church. We have the following as official committees and the associated subgroups.

**Committees**

- Ministry Council
- Board of Trustees
- Pastoral Relations

**Subgroups**

- Worship and Music
- Christian Education
- Flowers
- Memorial
- Hospitality

- i.** Do you have a Mission Statement?   X   yes    \_\_\_\_\_ no

If yes, print your Mission Statement here:

**To know God and make Him known.**

**j.** Describe how programs or ministries of your church are evaluated:

Our Ministry Council, made up of 9 members, represents the organizational hierarchy of our church. Through this council subgroups are formed as needed when a ministerial opportunity comes about. The council will review any program or ministry that is brought before it and with input from the group and any other interested parties. Decisions are made as to what programs will be implemented.

**k.** Describe the strengths or positive qualities of your church: (Add \*\*\* if information came from a survey of the congregation.)

- Caring- We care for each other and have a strong family relationship with each other.
- Spiritual life- We have a strong connection and love of God. We strive to deepen our understanding of God's word and to spread the love of God.
- Outreach- We strive to put our faith in action.
- Overseers- We love our church building and strive to create a place to experience God's presence.
- Children and youth- We love our church children and strive to help them be followers of Jesus.

**24. Indicate major boards, committees, small groups, and organizations that are a part of your church; the frequency of meetings (monthly, weekly, etc.); and expectations for leadership. For leadership role use:**

**1 = pastor takes primary initiative and responsibility;**

**2 = pastor and laity share responsibility;**

**3 = laity take primary initiative and responsibility;**

**4 = the pastor's presence is expected periodically/occasionally;**

**5 = the pastor is not expected to participate.**

<b>Board/Committee</b>	<b>Purpose</b>	<b># Members</b>	<b>Frequency</b>	<b>Leadership</b>
<b>Ministry Council</b>	Governs the Church	8-12	Monthly	3
<b>Trustees</b>	Finances and management of the church facility	6	Monthly	3
<b>Pastoral Relations</b>	Liaison between the Congregation and the Pastor  The current bible studies were initiated by members of our church. We would always welcome new opportunities from our new minister	3 lay members and pastor	As needed	2
<b>Boards and Sub Committees</b>	<b>Purpose</b>	<b># Members</b>	<b>Frequency</b>	<b>Leadership</b>
<b>Worship Team</b>	Coordinates Music and Service Activities with the minister.	Open to all members	Quarterly	1
<b>Christian Education</b>	Develop and implement Christian Curriculum	3	As needed	3
<b>Pastor Led Bible Study</b>	Specific themes and books in the Bible	10	Weekly	1
<b>Prayer Group</b>	Prayer - The pastor is always welcome to attend.	Whoever wants to participate	Biweekly or as Needed	4
<b>Coffee &amp; Conversation</b>	Bible Study The pastor is always welcome to attend.	8	Monthly	5
<b>God on Tap</b>	Bible Study The pastor is always welcome to attend.  As a congregation we are always interested in what the minister can offer so that we can continue to grow in our faith and commitment to Christ	2-5	Monthly	5

## 25. Conflict

Most churches experience conflict at various times. Characterize your church's experience with conflict given the following possibilities. Indicate the extent to which each statement describes your church: C = closely; S = somewhat; N = not at all.

C as a church, we respect and listen to each other and work things through without generating divisiveness

S as a church, we try to respect and listen to each other, but it is not uncommon for differences of opinion to be a problem and for some people to choose sides

S some have left our church because of conflict

S conflict hurts our sense of unity, but we tend not to talk about it

S painful experience with conflict has been present, but it has been worked through, and we have learned from the experience

S we have had some painful experiences with conflict, and they linger in the background

S open conflict is present, and we need a minister who can help us deal with it

     other Specify:

Comment: We are a congregational church and opinions vary about multiple issues. We strive as a group to listen to everyone and not exclude anyone even if the opinion is not popular with the majority of the members.

## 26. Worship

- a. Describe the weekly worship schedule (number of services, times, languages in which the services are conducted, frequency with which communion is included, special emphases such as healing services, contemporary worship, etc.)

Once weekly service on Sunday at 10:00am. The service is conducted in English.

A communion service is held the first Sunday of each month.

A more contemporary service with the praise band is held every 6 weeks.

- b. Describe what worship is like when your congregation gathers.

We have an ordered service which has both a traditional and contemporary style.

- c. Are your worship services or church gatherings sign language interpreted?

     Yes     X No

Are there particular ministries with persons who have developmental disabilities or mental illness?

     Yes     X No

Comment: There is not a current need for this ministry.

- d. Identify how worship is planned on a regular basis in your church

     by a worship committee

     by the pastor

     by the pastor in consultation with the church musician

X other – specify: all three

- e. Describe the style and content of preaching valued by your congregation:

A minister who is passionate about teaching the lessons of the Bible and applying them to our everyday lives.

- e. Describe the role in worship of the person you are seeking:

Willing to lead with a strong input from the congregation.

- f. What hymnal(s) are currently used by your congregation in worship?

Chalice Hymnal

- g. List favorite hymns/songs that are sung frequently in your congregation's worship.

Varies according to the theme

- h. Churches have a variety of practices related to the use of Inclusive Language in worship services. (Some churches have made the decision not to change any language in worship; others are intentionally inclusive in their references to people avoiding words such as "mankind". Some avoid exclusively male references for God and seek to include male and female images as well as a variety of metaphors; other churches exercise care in the words of the liturgy but still utilize "traditional" hymns.) How important is this issue to your church?

Not important

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## WIDER CHURCH CONNECTIONS

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### 27. United Church of Christ

- a. Association, conference, or other denominational programs and activities in which church members participate:

Do you send delegates to association and conference meetings?

Regularly \_\_\_\_\_ Occasionally  X  Never \_\_\_\_\_

Have members of your church ever served as delegates or visitors to General Synod?

Yes \_\_\_\_\_ No  X

- b. Association, conference, or other denominational settings in which your church expects the leader you are now seeking to participate:

UCC Conference

- c. Choose the word that best describes how lay leaders of your church consciously identify with the United Church of Christ:

\_\_\_\_\_ closely \_\_\_\_\_ moderately  X  nominally \_\_\_\_\_ other

Comment: We understand the value

### 28. Ecumenical and Interfaith Activities

- a. Describe ways your church participated in ecumenical and interfaith activities during the past three years:

Five years ago, our church participated in an ecumenical Thanksgiving service. Our prior minister worked with the area clergy to put together a service for graduating seniors for the local high school. This was done without much input from the school.

- c. Describe how your church expects the leader you are now seeking to participate in ecumenical and interfaith activities:

Any town/area-wide pastor groups. (Our prior minister was a member of such a group and found the interaction with other ministers in the area helpful in coordinating town/area wide events.)

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## RELATIONSHIP WITH MINISTERIAL LEADERS

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### 29. Relationship With Prior Leaders

- a. Characterize your church's experience with pastoral leaders over the past 15 years.

*You may check more than one response:*

In general, our lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership.

We have had some fairly rocky moments, but we have worked them through, and relationships with pastoral leaders have grown in significant and important ways.

We have had some tough times and things did not always work out.

Other. Specify:

Comment:

Thirteen years ago, there was a significant struggle between the congregation and the minister. However, throughout the past 12 years, there has been a successful collaborative relationship with the pastor.

- b. Indicate the tenure of the last three installed persons who filled the position you are seeking to fill. Do not include interims:

Name	From	To
1. Nelson Howard	2008	2015
2. Dan Stauffacher	1996	2005
3. Peter Lovejoy	1980	1993

- c. If a previous pastor or pastor emeritus/a is currently a member of the church, describe his or her involvement in the life of the congregation:

N/A

- d. In addition to financial support, describe how your church supported the most recent person to hold the position you are now seeking to fill:

Encourage personal and spiritual development

- f. Has any past ministerial leader left under pressure or by involuntary termination?  
 Yes       No

Comment: Due to a situation that grew beyond the scope of what could be handled by our church, we worked with the conference on a Fitness Review and the pastor in question had their qualifications revoked. Once this was done, the minister left

- g. Has any past ministerial leader been the subject of a Fitness Review while serving at your church?  Yes       No

Comment: As stated above, this review led to the resignation of the minister in question.

- h. Has your church been involved in a Situational Support Consultation?  Yes       No

Comment: Our church leadership worked closely with the conference and with their support and guidance, we were able to bring this event to a conclusion while not ideal was the best that could be accomplished.

- 30. Does the church have a Pastoral Relations Committee?**       Yes       No

If yes, describe its purpose, functions and how often it meets:

The purpose of the Pastoral Relations Committee is to have a liaison between the pastor and the congregation. This committee meets monthly or quarterly as needed.

- 31. If there is periodic assessment/evaluation of the nature of the work and of the performance of that work for the position you are seeking to fill? Describe it:**

Determined by the contract

Is the periodic ministerial evaluation coordinated with a regular assessment of the overall ministry of the congregation?

Yes

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**GENERAL**

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**32. Does your governing body or your search committee have a well-defined policy against discrimination?**     Yes     No    Comment:

There has never been a need for such policy. We adhere to standard federal guidelines.

**33. Check all of the following “statements of witness” that currently apply to your United Church of Christ faith community. (More information on these statements is available at [ucc.org](http://ucc.org).)**

- Accessible to All (A2A)
- Creation Justice
- Economic Justice
- God Is Still Speaking (GISS)
- Immigrant Welcoming
- Inter-cultural/Multi-racial (I’M)
- Just Peace
- Global Mission Church
- Open and Affirming (ONA)
- WISE Congregational for Mental Health
- Other UCC Designations:
- Other similar designations in affiliated denominations
- None

Reflect on what the above statement(s) mean(s) to your church. Is your congregation currently working toward any of the above statements of witness? Do you imagine that you will be engaged in a process that might lead to one of these designations in the near future?

Currently we do not anticipate working towards any of the above designations. Our goal is that we welcome anyone who wishes to worship with us.

**34. Is there a position description of the pastor’s role and responsibilities?**

Yes     No    If “yes,” please attach a copy.

The role and responsibilities are laid out in the contract that is presented to the pastor. That gives both parties the chance for negotiation.

Does your church have a personnel policy covering this position?     Yes     No

**35. List the titles of other paid staff positions for whom this person provides supervision and indicate whether these positions are full-time (FT) or part-time (PT).**

No other paid staff under the supervision of the minister.

**36. Name three people who have agreed to serve as references. Make sure they are not members of your church, but know your church well enough to be helpful to a candidate seeking more information about your church, e.g., persons in the community, neighboring pastors, professionals.:**

<b>Name</b>	<b>Telephone</b>	<b>Relationship to Your Church</b>
<b>a. Holly Tomlinson</b>	<b>603-703-8956</b>	<b>Interim minister during prior pastor's sabbatical.</b>
<b>b. Joseph Boisvert</b>	<b>362-408-8456</b>	<b>Lay leader of multiple work camps for the local community.</b>
<b>c. Thomas Petit</b>	<b>603-485-7117</b>	<b>Former Funeral Director for area towns.</b>

**37. What groups or individuals in your church have contributed to, reviewed, and/or approved this profile for circulation?**

The congregation contributed information for some of the questions via a circulated survey. For the past year we had a Transition Team working on assessing the needs of the congregation. That information was used to help fill out the profile. The Search Committee is the only other entity that played a part to complete the information found in this Profile.

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## STATEMENT ON LEADERSHIP IN MINISTRY

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Using this page, and one additional page if needed, write a statement that will help a candidate better understand the relationship of clergy and lay leadership in the life of your congregation. Candidates will be interested to know whether your lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership. If your church organizational structure is based on intentional lay-led ministries, describe how that structure functions in relationship to the pastor; if your organizational structure is dependent on clergy leadership, describe what will be expected of the pastor.

If you wish, this statement can provide an opportunity for you to elaborate on the list of committees/boards/groups that you identified in Question 24. (For example, in some churches the expectation is for mutual involvement of pastor and finance committee in the financial matters of the church; other congregations have a clear expectation that the pastor will be focused on "spiritual matters" and will be excluded from settings where financial decisions are made.)

Include in the statement reflections on leadership styles that work well for your church. What do you hope/expect that your new pastor will understand and value in your particular style of lay leadership? What would a new pastor need to know in order to work smoothly with your established leaders? If yours is a multiple-staff church, it would be helpful to comment on your expectations of how the staff team members relate to each other. You are encouraged to include anything else you want to say about your church and its expectations of the leader it now seeks:

Our church has evolved over the past years having experienced both a structured clergy leadership role to our current status of a more independent lay leadership with strong input and guidance from a pastoral leader.

Both types of relationships have worked well in the past. Now we have come to a transition and while we are mostly comfortable in our circumstances, our members realize the need to have a pastoral leader who will have more of a role in planning future growth in our spiritual life and in outreach to the community.

In our current culture it is increasingly difficult to appeal to a community who does not attend church. We have the desire to learn how to share God with this community through direction, education and the ability to witness to others.

The incoming pastor would plan and lead the worship service with supportive input from the worship team. The pastoral leader will be expected as time allows to participate in a spiritual and advisory capacity for the ministry council and the trustees committee. The pastor would also be welcome to attend or assist the other sub committees as he or she feels is needed.

We are open to ideas and suggestions from the pastor for improving both our organizational structure and our worship life.

Our church employs a part time administrative assistant who is supervised by the trustee committee and works to assist the pastor with church functions. Our professional organist is also a vital part of the Worship Team.

The style of worship varies between a traditional style and more contemporary. The traditional style includes hymns, organ or piano music and the choir. The contemporary service is led by our praise band. Both inspirational and upbeat music are enjoyed by the congregation.

Our church family delights in the inclusion of the children as they gather on the steps to the altar for the weekly children's sermon.

This congregation also has a desire that the incoming pastor be a part of our church family both in giving support to our members and welcoming support from our members as well. We stand united in Christ.

## VALIDATION BY CONFERENCE/ASSOCIATION

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The congregation is currently in good standing with the association / conference named.

Staff Comment: *The Pembroke congregation is in good standing, and has a good relationship (they describe as 'nominal') with the Association and Conference.*

To the best of my knowledge, ministerial history information is complete.

Staff Comment: *The Local Church Profile accurately reflects the history of their ministerial staff, including reference to a minister who was removed as a result of a Fitness Review.*

To the best of my knowledge, available church financial information is presented thoroughly.

Staff Comment: *To the best of my knowledge, the Profile presents accurate information.*

My signature below attests to the above three items.

Signature:



Name / Title: Richard N. Slater, Associate Conference Minister

Email: rslater@nhcucc.org

Phone: 503.715.9525

Date: November 15, 2018