



**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**

MINISTRY INFORMATION FORM

Ministry ID **22109** _____

Ministry Name **Covington First Presbyterian Church** _____

Mailing Address **1169 Clark Street SW** _____

City **Covington** _____ State **GA** _____ Zip Code **30014** _____

Telephone Number **770-786-7321** _____ Fax Number _____

Email **info@fpccov.org** _____

Website **fpccov.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 **110 *including virtual attendees** _____



***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
	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
FIRST ORDAINED CALL	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		
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You may also specify the position title (if appropriate) _____

***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):

Interim/Transitional Ministry Training _____	Interim Executive Presbyter Training _____
Certified Christian Educator _____	Certified Business Administrator _____
Certified Conflict Mediator _____	Clinical Pastoral Education Training _____
Other _____	

Language Requirements

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

Statement of Faith Required Yes _____ No

Mission Statement

What is your congregation's or organization's Mission Statement?
 FPC Covington is a Christian community existing to glorify God by welcoming all of God's children. We celebrate through serving, teaching, praying, eating, crying, and dancing with the Holy Spirit. As works in progress, we seek to respond to God's presence in our church, lives, and community.



- CORE VALUES:

1. Reaching Out: We believe the work of the church is to “act justly,” “love mercy,” and “walk humbly” with God. As servants, we care for strangers, heal the sick, feed the hungry, help the oppressed, and share the Gospel.
2. Engaging: We believe in the engagement of all of God’s children, both inside and outside the church, through their own spiritual gifts as we continue to grow.
3. Belonging: We believe in celebrating everyone’s journey as we share compassion, acceptance, and love for one another.
4. Connecting: We believe that we are part of the church universal that rejoices in all of God’s children and celebrates the differences among us.



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.

Since its founding in 1877 in downtown Covington, Covington First Presbyterian Church (CFPC) has developed a rich history as a beacon of Christian faith, hope, good works and intentional faith formation in this exurb of Atlanta. Going forward, CFPC envisions a ministry: (1) that embraces ALL of God's children in its caring community of believers; (2) where ALL experience the love of Christ and God's kingdom is realized here and now; and (3) that with God's grace and by the power of the Holy Spirit, ALL know Christ and all human needs are met through genuine Christian compassion.

CFPC's inviting, engaged congregation is comprised of all generations and backgrounds, and visitors are drawn to its warmth, energy, and compelling sense of purpose in Covington and the wider world. Supper Clubs*, Presbyterian Women activities, Men's Bible Breakfasts*, Montreat retreats* and youth gatherings foster fellowship and provide lifelong spiritual growth opportunities. CFPC has historically initiated ecumenical events which broaden the congregation's perspective and foster diverse community relationships. A recent survey confirmed that outreach is one of the church's highest priorities, not only to help those in need, but also to learn and grow individually and to bond corporately as a community of faith. The church's downtown location is a wonderful resource, opening our eyes to many needs right at our back door and creating opportunities to respond in tangible ways as partners in Christ's service.

*During the past year and a half, we have had to pivot just as we have in every aspect of our lives and look at church in a different way. Many fellowship opportunities have been put off until it is safe to gather in large groups again.

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*During the past year and a half, we have had to pivot and look at church in a different way. Many fellowship opportunities have been put off until it is safe to gather again.

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

Covington First Presbyterian Church believes it is called by God's grace into a caring community of believers and should reach out in compassion to a world in need of Christ. For the world to know Christ, FPC believes that basic human needs must first be met. Therefore, outreach is of paramount importance to the church. Historically, CFPC has been known as a catalyst for good in the community and the congregation intends to maintain that reputation. The church has identified the following strategic priorities: (1) to reach God's children of all ages with a particular focus on young families; (2) to expand its educational offerings for spiritual development and intentional faith formation; and (3) to reinvigorate its outreach to those in need.

CFPC's community is diverse and growing, with boundless opportunities to share God's profound grace. Covington and Newton County has become vibrant social, cultural, and economic hubs, with an active film presence, an award-winning Arts Association, a world-class educational institution in Oxford College of Emory University, and top global companies like Bridgestone, Takeda, and Facebook.



Opening our hearts and doors, the church founded our Community Food Pantry and chartered the local Habitat for Humanity chapter. The church sponsors an interdenominational senior choir. CFPC has become a site for Family Promise, an organization dedicated to eliminating homelessness.

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

The Associate Pastor of Faith Formation for CFPC will be responsible for planning, implementing, and overseeing programs that will reach congregants of all ages. We are seeking someone who will lead us in reaching out to foster the development of deep, personal, spiritual, and abiding relationships with Jesus Christ.

Covington First Presbyterian Church has a history of deeply engaged members who are involved in the building of God's kingdom. A recent survey revealed a congregation with strong cohesion and spiritual vitality, with a positive balance between energy and satisfaction and a willingness to adapt its worship and ministry to reach new people. Roughly 50% of membership and well over the average number of recent worship attendees participated in the survey. The Associate Pastor of Faith Formation will shepherd his or her congregants in this theologically centrist church toward bridge-building and transformational change - making a profound difference in the life of the church and in God's world.

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

Covington First Presbyterian seeks to call a highly relational, energetic and engaging Associate Pastor of Faith Formation. This person will be a spiritual leader and role model to the parishioners of all ages. This person should be an excellent teacher and communicator. The Associate Pastor of Faith Formation will be a team player that is able to take initiative and collaborate with others. Time will be split between creating programs around families and outreach into the community with a strategic vision for the future.

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

- Work with the Christian Education Team and other volunteers to design, plan and implement teaching strategies for children, youth, and adults on Sunday morning, as well as other weekly activities.
- Collaborate with Senior Pastor and volunteers to plan special programs such as Christmas, Easter, Rally Day, Vacation Bible School, Confirmation, Presbyterian 101 Class.
- Develop outreach plans in the community.
- Encourage involvement of children and youth in Sunday morning worship.



- Participate in coordinating church events at Montreat Conference Center
- Seek out new opportunities for community service and mission projects.
- Oversee all Sunday School education including facilitating and curriculum review, selection and approval.
- Communicate with and work in concert with church staff in planning, developing and implementing strategies and programs.
- Assist in providing information and contribute to the church website and other social media outlets.
- Use multiple means of communication (email, text, snail mail, call) regarding ministry events.
- Oversee preparation of annual budgets for these ministries.
- Collaborate with staff to establish at the beginning of the year an annual calendar of events.
- Attend staff, Session and other meetings.
- Regularly reach out to members (calling, text, visitation).
- Participate in training, continuing education and workshops as required.
- Work with Senior Pastor with periodic preaching.

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*)

First Presbyterian Church Covington <https://www.fpccov.org/>

FPCC Facebook <https://www.facebook.com/fpccov>

FPCC Instagram <https://instagram.com/fpccovington>

Newton County in Under 3 Minutes! <https://youtu.be/NRh5F9di6bc>

Discover Covington, GA <https://discovercovingtonga.com>

City of Covington <http://www.cityofcovington.org/>

Newton County <https://www.co.newton.ga.us/>

Oxford College of Emory University <https://oxford.emory.edu/>

Newton County Schools <https://www.newtoncountyschools.org/>

Travel & Tourism <https://www.exploregeorgia.org/city/covington>

Arts Association in Newton County <https://www.newtoncountyarts.org>



***LEADERSHIP COMPETENCIES**

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

THEOLOGICAL/SPIRITUAL INTERPRETER	
<p>Compassionate – 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>Hopeful – 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>Preaching and Worship Leadership: 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>Spiritual Maturity: 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><input checked="" type="checkbox"/> Lifelong Learner – 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>	<p><input checked="" type="checkbox"/> Teacher – 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>
COMMUNICATION	
<p>Communicator - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.</p>	<p>Bilingual – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.</p>
<p>Public Communicator - 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><input checked="" type="checkbox"/> Media Communicator: Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)</p>
<p><input checked="" type="checkbox"/> Technologically Savvy - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.</p>	



ORGANIZATIONAL LEADERSHIP

	Advisor – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.		Change Agent – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.
	Contextualization – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.		Culturally Proficient – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.
	Externally Aware - 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.		Entrepreneurial - 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.
✓	Risk Taker – 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.		Task Manager - 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.
	Willingness to Engage Conflict: 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.		Decision Making: 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.
✓	Organizational Agility: 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.	✓	Strategy and Vision: 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.
	Financial Manager – 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.		Funds Developer – 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.
✓	Collaboration: 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		
	Interpersonal Engagement - 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.	Bridge Builder – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
	Motivator - 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.	Personal Resilience: 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
<input checked="" type="checkbox"/>	Initiative: 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.	<input checked="" type="checkbox"/> Flexibility - 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.
	Self Differentiation: 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 **\$45,000** Maximum *Effective* Salary **\$55,000**

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 William B. Wade

Address 1520 River Cove Road

Phone Numbers (770) 714-2802

Relation Former Senior Pastor at CFPC

E-mail wbwade75@gmail.com

Name Rev. Dr. Douglas Hicks, Dean, Oxford College of Emory University

Address 801 Emory Street, Oxford, GA 30054

Phone Numbers 770.880.3508

Relation worships at First Presbyterian Church, Covington

E-mail douglas.hicks@emory.edu



Name **Cassandra Morrow**

Address **Presbytery of Greater Atlanta, 1024 Ponce de Leon Ave., NE Atlanta, GA 30306**

Phone Numbers **(w) 404.898.0711 ext. 122 (m) 404.307.3426**

Relation **Congregational Consultant**

E-mail **cmorrow@atlpusa.org**

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

Name Jodi Walden Atkins

Address 15 Guinn Drive

City Oxford State GA Zip Code 30054

Preferred Phone 404-771-2714 (cell)

Alternate Phone 770-786-8188 (work)

E-mail Address for PNC Communications (required): jodiwalden@ymail.com

ENDORSEMENTS

Pastor Nominating Committee/

Search Committee _____ Date _____

Signature

Clerk of Session _____ Date _____

Signature

Presbytery _____ Date _____

Signature