

# CONGREGATIONAL PROFILE



Enter information directly into this document.  
**SAVE the document on your computer with your congregation's name,  
city, state and date completed as part of the file name.**

**EMAIL COMPLETED PROFILE TO [callprocess@thenalc.org](mailto:callprocess@thenalc.org)  
Keep a copy for your records.**

## Congregation Name and Location

Name \_\_\_\_\_  
Mailing address \_\_\_\_\_  
City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
Email address \_\_\_\_\_  
Congregation website \_\_\_\_\_  
Seeking       Full-time pastor       Part-time pastor       Either full-time or part-time  
Call will be for     Solo pastor       Senior pastor       Associate pastor  
Current denominational affiliation:  
\_\_\_\_\_ NALC \_\_\_\_\_ LCMC \_\_\_\_\_ Other \_\_\_\_\_  
Current NALC Mission District \_\_\_\_\_

## Congregational President or Vice President

Name \_\_\_\_\_ Title \_\_\_\_\_  
Mailing address \_\_\_\_\_  
City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_  
Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_  
Email address \_\_\_\_\_

## Call Committee Chair

Name \_\_\_\_\_  
Mailing address \_\_\_\_\_  
City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_  
Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

Email address \_\_\_\_\_

**Congregational Demographics**

Number of **paid** staff (full- or part-time): Clergy \_\_\_\_\_ Lay professionals \_\_\_\_\_ Secretarial \_\_\_\_\_

Average worship attendance \_\_\_\_\_ Average Sunday school attendance \_\_\_\_\_

**Indicate the type of community in which your congregation is located (is it small town, small city, suburban, large city, farming, industrial, etc.).**

[enter text]

**Describe the congregation’s ethnic composition and age distribution.**

[enter text]

**Does the congregation have a clear vision for mission – a clear and shared understanding of where God is leading you? If so, state it as succinctly as possible.**

[enter text]

**What are the primary goals of your congregation?**

[enter text]

**Describe your congregation’s worship practice (liturgy, hymns, vestments, music, hymnals, and frequency of Holy Communion).**

[enter text]

**Describe your congregation’s Christian education ministry.**

[enter text]

**Describe the congregation’s current activities for mission and outreach.**

[enter text]

**The NALC is committed to moving away from an institutional understanding of the Church, to the biblical commission to be a community of followers of Jesus who focus on being disciples and making disciples. Which best describes your congregation’s understanding of this movement? [Type an X by the appropriate response]**

- \_\_\_ Totally unaware
- \_\_\_ Have heard about it
- \_\_\_ Have been involved personally
- \_\_\_ Some in the congregation are involved, some aren’t
- \_\_\_ Congregation understands, is on-board and involved

**List the *Top Five Things* your congregations hopes for in its next Pastor**

1. [enter text]
2. [enter text]
3. [enter text]
4. [enter text]
5. [enter text]

**What were the three most significant events in your congregation's history? Provide the years in which these events happened and why they are important to your congregation.**

[enter text]

**Has your congregation participated in the Congregational Workshop Preparatory to the Call Process? [Type an X by the appropriate response]**

Yes                       No

**What were the three most significant results of the workshop?**

1. [enter text]
2. [enter text]
3. [enter text]

**Describe the nature and extent of any significant current or recent conflict in the congregation. Is this conflict resolved, or ongoing? If resolved, how was it resolved?**

[enter text]

**How does your congregation handle conflict/tension? Which of the following do you think best describes your congregation? [Type an X by the appropriate response]**

- As a church, we respect and listen to each other and work things through without generating divisiveness.
- 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. Some have left our church because of conflict.
- Conflict hurts our sense of unity, but we tend not to talk about it.
- Painful experience with conflict has been present, but it has been worked through, and we have learned from the experience.
- We have had some painful experiences with conflict, and they linger in the background.
- Open conflict is present, and we need a minister who can help us deal with it.
- Other (describe).....

**What was the nature of the relationship between your last pastor and the congregation? Positive? Struggling? Cooperative? Tense?**

[enter text]

**How did your council/congregational leaders work together with your last pastor? [Type an X by the appropriate response]**

- Leadership is shared, with shared decision-making
- Pastor makes important decisions
- Council makes decisions with pastoral input
- Council makes decisions without pastoral input

**Is your pastor a member of council with: [Type an X by the appropriate response(s)]**

Voice     Vote

**Congregational finances**

Total budget for last fiscal year: \$ \_\_\_\_\_

Benevolence to the North American Lutheran Church: \$ \_\_\_\_\_

Other benevolence: \$ \_\_\_\_\_

Total debt of the congregation: \$ \_\_\_\_\_

Total savings, reserves, and endowments: \$ \_\_\_\_\_

**Compensation of Last Pastor**

Salary: \$ \_\_\_\_\_ Parsonage/housing allowance: \$ \_\_\_\_\_

Social security offset: \$ \_\_\_\_\_ Pension: \$ \_\_\_\_\_

Health Insurance: \$ \_\_\_\_\_ Vacation: \_\_\_\_\_

Continuing education (time/funding): \_\_\_\_\_

Travel reimbursement: \_\_\_\_\_

Other: \_\_\_\_\_

When the Congregational Vacancy List is updated, a short paragraph (3-4 sentences) is included announcing each congregation's ministry. If you wish, your call committee may compose that summary, realizing it may be edited/formatted as needed.

[enter text]

Consider filming a video to be included with your Congregational Profile on the [NALC website Vacancy List](#). We invite your call committee to make a 3-5 minute video introducing prospective pastoral candidates to your context and congregation. The video can be informal, explaining what your congregation is seeking in a pastor and showing images of the members of your congregation and your worship environment. Here are some sample videos: [Example One](#), [Example Two](#). These samples were not produced by the NALC. They are both simply examples of the type of content you could include in a video.

**Video Submission Instructions:**

Upload your video to YouTube or Vimeo. (Here are instructions on how to upload to YouTube: [wikihow.com/Upload-a-Video-to-YouTube](http://www.wikihow.com/Upload-a-Video-to-YouTube).) Include a link to the video below. Make sure the link allows for public access to the video.

[video link]

Provide any other information about your congregation that may be helpful in the call process.

[enter text]

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_

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## SUBMISSION INSTRUCTIONS:

**SAVE A COPY OF THIS PROFILE TO YOUR COMPUTER.** Use "Save As" and specify document file name as:

**State, City, Congregation name, Date**

**\*\*Email a copy of the completed profile to the NALC Call Process Coordinator, [callprocess@thenalc.org](mailto:callprocess@thenalc.org)**

Alternative submission method ONLY if you do not have email: Print and mail the complete profile to:

North American Lutheran Church  
Attn: Pastor Shelly Schultz  
2655 Innsbruck Drive, Suite A  
New Brighton, MN 55112-9304

In addition, mail or email a copy of the completed profile to your mission district dean (can be found at [thenalc.org/mission-districts/](http://thenalc.org/mission-districts/)).

Should you have questions, call Pastor Shelly Schultz, NALC Call Process Coordinator, at 715-418-1761 (cell).

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