|  |  |
| --- | --- |
|  | Chesterbrook Taiwanese Presbyterian Church2036 Westmoreland St., Falls Church, VA 22043 ∙ ctpchurch.org |
| Please complete and submit the form with a one-page statement of faith to our Pastoral Nominating Committee at pnc@ctpchurch.org. You may print, sign, and scan the form; or save as PDF and sign electronically. |

# Pastoral Candidate Information Form

## General Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: |  |  |  | Date: |  |
|  | Last | First | M.I. |  |  |

|  |  |  |
| --- | --- | --- |
| Address: |  |  |
|  | Street Address | Apartment/Unit # |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  | City | State | ZIP Code |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Phone: |  | Email |  | Date Available for Position: |  |

## Ecclesiastical Status

*Please select one:*

|  |  |
| --- | --- |
| [ ]  | Teaching Elder (Ordained Minister) |
| [ ]  | Honorably Retired Teaching Elder (Ordained Minister) |
| [ ]  | Candidate for Ordination |
| [ ]  | Other:  |  |
| Presbytery (or Denomination) Membership: |  |
| Ordination Date: |  |

## Education

|  |  |  |  |
| --- | --- | --- | --- |
| Seminary: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| College: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Other: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |  |

|  |
| --- |
| Include below any relevant certification/training you have received. State the type of certification you hold and where training/certification was received. |
|  |

## Ministry Experience Overview

Please list the number of years of experience you have in the following positions (e.g. no experience, first ordained call, up to 2 years, 2-5 years, 5-10 years, or above 10 years)

|  |  |
| --- | --- |
| **Years of Experience** | **Position Type** |
|  | Solo Pastor |
|  | Co-Pastor |
|  | Head of Staff (Supervised teaching elders (ordained ministers) and other staff) |
|  | Associate Pastor  | Role (e.g. youth, music, etc.): |  |
|  | Other: |  |

## Ministry Experience

|  |  |  |  |
| --- | --- | --- | --- |
| Church: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Position Title: |  | Church Size: |  |

|  |  |
| --- | --- |
| Accomplishments: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Reason for Leaving: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Church: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Position Title: |  | Church Size: |  |

|  |  |
| --- | --- |
| Accomplishments: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Reason for Leaving: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Church: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Position Title: |  | Church Size: |  |

|  |  |
| --- | --- |
| Accomplishments: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Reason for Leaving: |  |

## Leadership Competencies

Please select 10 leadership competencies from the list below that best describe your leadership traits, gifts, and training.

|  |
| --- |
| **Theological/Spiritual Interpreter** |
|[ ]  **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. |[ ]  **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. |
|[ ]  **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. |[ ]  **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. |
|[ ]  **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 strength |[ ]  **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. |

|  |
| --- |
| **Communication** |
|[ ]  **Communicator:** Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information. |[ ]  **Bilingual:** having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication. |
|[ ]  **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; |[ ]  **Media Communicator:** Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.). |
|[ ]  **Technologically Savvy:** the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry. |  |  |

|  |
| --- |
| **Organizational Leadership** |
|[ ]  **Advisor:** an individual that 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 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. |
|[ ]  **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. |[ ]  **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 and 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. |  |  |

## Narrative Questions

Please provide short responses to the following questions.

|  |
| --- |
| 1. Describe a moment in your recent ministry that you recognize as one of success and fulfillment. |
|  |
| 2. Describe the ministry setting to which you believe God is calling you. |
|  |
| 3. What areas of growth have you identified in yourself? |
|  |
| 4. Describe a time when you have led change. What did you learn from the experience? |
|  |

## Statement of Faith

Please use the space below to enter a one-page statement of faith. You may also attach a separate one-page statement of faith to this form.

|  |
| --- |
|  |

## Other Information

|  |  |
| --- | --- |
| Languages in which you are fluent: |  |

|  |
| --- |
| Include below any web links you desire to share with the Pastoral Nomination Committee (i.e., sermons, lesson plans, articles, blogs, etc.): |
|  |

|  |
| --- |
| Include any additional information you would like to share with the Pastoral Nomination Committee: |
|  |

## References

Please provide up to six references (a minimum of one reference is required):

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name: |  | Relationship: |  |
| Email: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Full Name: |  | Relationship: |  |
| Email: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Full Name: |  | Relationship: |  |
| Email: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Full Name: |  | Relationship: |  |
| Email: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Full Name: |  | Relationship: |  |
| Email: |  | Phone: |  |
| Address: |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Full Name: |  | Relationship: |  |
| Email: |  | Phone: |  |
| Address: |  |

|  |
| --- |
|[ ]  I hereby authorize those inquiring into my suitability to contact my references. |

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  |  |  |
| Print Name: |  | Date: |  |

## Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |
| Print Name: |  |  |  |