



## Congregational Information Form

*To be completed by congregations seeking new pastoral leadership.*

### Purpose of this form

This form is to assist a congregation to present information concerning itself to prospective candidates for a pastoral leadership position. Completing the form will also assist the pastoral search committee in self-understanding as they assess the strengths and weaknesses which may exist at the time of pastoral transition.

### I. Information

#### A. BASIC INFORMATION AND CONTACTS

1. Name of church - *Salford Mennonite Church*  
Address - *480 Groffs Mill Road*  
Church telephone - *(215) 256-0778* Email - [mail@salfordmc.org](mailto:mail@salfordmc.org) Website - [www.salfordmc.org](http://www.salfordmc.org)
2. Chairperson of search committee  
*Margaret Zook, Randy Nyce*  
Address *Margaret – 463 Groff's Mill Road, Harleysville, PA 19438*  
*Randy – 214 Franklin Avenue, Souderton, PA 18964*  
Telephone *Margaret – (267) 250-1129, Randy – (267) 615-1209*  
Email *Margaret – [mkzook65@gmail.com](mailto:mkzook65@gmail.com), Randy – [randy.nyce@gmail.com](mailto:randy.nyce@gmail.com)*
3. Area church/conference  
*Formerly Franconia Mennonite Conference, now unnamed entity after reconciliation with Eastern District Conference*  
Name of area church/conference minister assisting your church's search committee  
*Steve Kriss*  
Address - *1000 Forty Foot Road, Lansdale, PA 19446*  
Telephone – *(267) 932-6050* E-mail - [skriss@franconiaconference.org](mailto:skriss@franconiaconference.org)
4. Year in which the congregation first began meeting or was organized - *1717*

#### B. MEMBERSHIP

1. Average Sunday worship attendance during the last 12 months - *217*  
Highest attendance during that time - *360* Lowest attendance during that time - *146*
2. Total current members *298* Non-resident members *5*  
Resident members *293* Children (not members) *101 (0-18)*

3. Age of members and children. Give totals and percentage.

0-12	76	18.3%	31-45	69	16.6%
13-18	27	6.5%	46-64	82	19.7%
19-30	26	6.3%	65+	139	33.4%

4. Occupational profile: (ages 19 to 70). Give totals.

Business/manager/proprietor	25	Homemaker	21
Education/administration/teacher	27	Clerical/sales	24
Craftsman/laborer/operative	33	Student/VS	13
Medical: doctor/nurse/administration	29	Farmer/rancher	4
Church institution/administration/minister	11	Other professional	26

5. Educational level of adults:

Up to and including high school	41%
Some college or college graduate	50%
Graduate school	9%

6. Describe the racial or ethnic composition of the congregation. *99% Caucasian*

### C. LEADERSHIP

1. Identify the present staff position for which you are seeking a candidate. *Lead Pastor*

2. Two previous persons in the above position:

Name - *Joseph Hackman* Dates of service: *2/1/11 – 12/31/19*

Name - *Miriam Book* Dates of service: *2/11/08 – 12/31/10*

Comment on the transitions experienced by the above staff persons. What were the reasons for their assignments ending? How were the transitions handled?

*Left on positive terms. Both left on their own initiatives at a healthy time for transition to other opportunities.*

3. Did your congregation follow the Pastor Salary Guidelines recommended by the denomination for the previous pastor? Yes If not, describe how you varied from the Guidelines

4. Identify other staff: (assistant/associate minister, lay ministers, administrative assistant, custodian, musicians, youth)

Title	% of full time	Specific responsibilities	Years served
<i>Associate Pastor</i>	<i>75</i>	<i>Worship and Pastoral Care</i>	<i>10</i>
Title	% of full time	Specific responsibilities	Years served
<i>Associate Pastor</i>	<i>100</i>	<i>Youth &amp; Family Faith Formation</i>	<i>3</i>
Title	% of full time	Specific responsibilities	Years served
<i>Church Administrator</i>	<i>100</i>	<i>Church Business</i>	<i>11</i>
Title	% of full time	Specific responsibilities	Years served
<i>Facility Manager</i>	<i>100</i>	<i>Facility</i>	<i>15</i>
Title	% of full time	Specific responsibilities	Years served
<i>Director of music</i>	<i>25</i>	<i>Music</i>	<i>15 in various capacities</i>
Title	% of full time	Specific responsibilities	Years served
<i>Child. Christian Ed Dir.</i>	<i>20</i>	<i>Children's Christian Education</i>	<i>.2</i>

5. Describe housing options for the above position: Is there a parsonage or a housing allowance (US) or housing credit (Canada)?

*Housing allowance as set by the Church Board.*

Is the person free to choose between these options?

## II. Interpretation

The answers to the questions in this section are more difficult but probably more important in determining the qualifications needed by pastoral leadership. Use a small group to test for consensus on the answers given in this section. (Would recommend that the governing board of the congregation review and sign off on this section)

- A. Describe the commitment of your church to Anabaptist/Mennonite faith. How does this contribute to strengthening your ability to join God's mission in the world?

*Salford values its rootedness in Anabaptist/Mennonite faith and actively seeks to translate those principles into 21<sup>st</sup>-century life. The life of the church, including teaching, worship, spiritual practice, and service, is defined by discipleship to the peaceable way of Jesus. We humbly look to the Anabaptist/Mennonite tradition, our own 300-year history, and a rich global community of diverse peacemakers to learn and relearn the way of peace, justice, and reconciliation.*

- B. What is the vision for your church? What are your priorities that shape the church's ministry?

*Salford is called to be a joyful learning community eager to live and share the peaceable way of Jesus. The congregation affirms and practices core values of welcome, supportive presence, generosity, receptivity to learning, and spiritual hunger, which we define as desire for connection to God. The congregation commits to pursue more fully the work of peace, justice, and reconciliation, connection to the local community, and prophetic witness.*

- C. What is your view of the pastor's role in the church? Are there special gifts in ministry which you hope will be fulfilled? How do you expect the pastor to be a representative of the congregation beyond the congregation?

*We view the pastor's role as one of visionary leadership for the life and direction of the church. To this end, we are especially committed to pastoral giftedness in preaching and teaching, administrative leadership, communication, Christian formation and spirituality, and peace and justice making. As a church built from its many participants, a true community of interconnected and interdependent believers, we hope for a pastor who will also equip and empower all persons in the congregation to contribute to the vision and ministries of the church.*

- D. Recognizing our differing theological orientations as persons and as congregations, make a brief statement about your congregation and the overarching theological commitments important to you.

*Jesus is the fullest revelation of God we have. Through the life of Jesus we know a God of infinite love and mercy who passionately desires justice, harmony, and peace for all of Creation. Jesus calls us to follow him as we live in the world, relate to others, and dwell with God. Following Jesus in community, we are called to hold each other up and together we desire to more fully show the good news of his radical love, welcome, and peace to the world.*

- E. Church morale: Assess the spiritual and emotional health of the congregation. Are relationships among members wholesome and harmonious? Is there openness to new ideas and ways of doing things? Would everyone agree with your answers?

*Salford aspires to the radical welcome of Jesus. This is evidenced in the strong social and spiritual relationships among church members, the warmth and welcome many newcomers note when they visit, and a strong commitment by many, though not all, to new teaching and practices that continue to discern the peaceable way of Jesus.*

- F. What changes or trends do you envision for the congregation over the next five years? Do you have any other comments significant in the process for looking for new pastoral leadership?

*We have committed to pursue more actively the work of peace, justice, and reconciliation, including an ever fuller welcoming of diverse people from all socioeconomic and racial backgrounds, the LGBTQ+ community, veterans, and persons from different faith backgrounds; connection to the local community; and prophetic witness.*

### III. Organization/Ministry

#### A. CHURCH STRUCTURE

1. Identify the primary governing body (council, board, elders) which represents the church.

Name - *Church Board* meets - monthly # - 9 avg. age - 50.6 M – F: 5-4

2. Identify five other significant leadership/programming bodies: e.g. trustees, deacons, elders, commissions, councils, boards, committees.

Name - *Spiritual Discernment Advisory Council* meets – quarterly # - 5 avg. age - 49.4 M – F: 2-3

Name - *Pastoral Visitors* meets – bi-monthly # avg. age M – F

Name *Gifts Discernment* meets – bi-monthly # avg. age M – F

Name *Justice & Peace* meets - monthly # avg. age M – F

Name *Youth Ministry Team* Meets - quarterly # avg. age M – F

#### C. Worship and Music

1. Describe your worship service – *See attached order of worship*

2. What role does music play in your congregation?

*Music has always played an important role in the life and worship of the Salford Mennonite Church community. Sunday after Sunday we gather and sing our faith communally. Our primary sources of congregational singing are Hymnal: A Worship Book, Sing the Journey and Sing the Story.*

*We do our best to sing songs and hymns that best reflect who we would like to be. We anticipate the arrival of the Mennonite church's latest publication, Voices Together, when it becomes available.*

*Along with the congregational singing, members of our community freely share their gifts of music as part of our worship services (music for meditation, offertories, etc.) Salford also has an adult choir that meets weekly from September through April and shares in worship services.*

*Children meet weekly after the church service (before second hour/Sunday School)) and learn songs of faith which they share with the congregation from time to time.*

3. What song books/collections of music does your congregation use?

*Hymnal: A Worship Book, Sing The Story Supplement, Sing the Journey Supplement, Voice Together Hymnal on order.*

4. Name the musical instruments used in worship and other events (piano, keyboard, organ, guitar organ, drums, handbells, violin, etc.)

*Piano, guitar, keyboard, variety of stringed instruments, djembe*

5. Identify choirs and/or music groups

Name - *Adult Choir* Age range: 13-85 Number of participants - 30 average

#### C. CHRISTIAN FORMATION- Describe your approach to Christian Formation

- |                                 |   |                                |     |
|---------------------------------|---|--------------------------------|-----|
| 1. Number of children's classes | 7 | Total Sunday school enrollment | 200 |
| Number of youth classes         | 2 | Average total attendance       | 200 |
| Number of adult classes         | 9 |                                |     |

What curriculum resources are used by these classes?

*Wee Wonder, Shine, various youth resources including Shine and Generation Why, Adult Quarterly, articles from The Mennonite and others*

2. How does the congregation attend to the formation needs of persons of all ages?

*Second hour classes for all ages  
kids' club for elementary grades; youth nights and youth activities  
youth mentor program is formational for youth and adults  
encouraging newcomers and young people into leadership through gifts discernment process  
baptism preparation about once/year as needed*

3. What other opportunities are there for growth and transformation?

*Educational/formational events (the enneagram, white privilege, marriage care, parenting teenagers...); service opportunities for people of all ages; opportunities to connect with veterans and people of differing political views*

4. Describe the involvement of youth in the life of the congregation.

*Most youth are actively involved in youth-specific activities, and many are involved in other ways (nursery, scripture reading, kitchen, prayer shawls). A few have preached or led worship when paired with an adult. The youth take an active role in the annual Youth Auction fundraiser. About half the senior high is baptized.*

Does your church support and send young people to Mennonite camps, area church/conference and colleges?

*Yes, offer college and camp scholarships*

5. Does your congregation have active small groups? If so, describe the number of groups, focus of the groups and how often they meet.

*A few small groups but not officially organized. About once a year, short-term Table Fellowships are formed to meet 3-4 times in one season for study and relationship-building.*

6. What men's/women's groups are active?

*Women's fellowship meets sporadically. Men's and women's retreats took place in 2017 and 2018. A Sewing Circle meets monthly to make comforters and raise funds for Mennonite Central Committee.*

7. What ministries do you have for children, youth and young adults over 18, etc.?)

*Kids' Club for grades 1-5; youth nights and monthly activities for junior and senior high; young adult ministry is currently inactive*

8. In the next five years, do you anticipate a membership: increase  stability  decrease?

Why?

#### **D. OUTREACH AND EVANGELISM**

1. Describe how you cultivate the visibility of your church in the community.

*Salford Mennonite Church is most visible in the local community through its full-day child care center that operates on the church grounds, its large garden that is a partnership with a local Lutheran congregation, and through its summer peace camp for local children. Salford members serve varied nonprofit organizations as staff, board members, and volunteers, including with ministries that are connected to Eastern District and Franconia Conference.*

2. Describe how you connect to seekers and make new disciples.

*The people of Salford seek to follow Jesus in their everyday lives. Salford's strong commitment to being welcoming has, especially in recent years, drawn in new families and individuals. Salford prioritizes its children and youth in their faith journey through robust Second Hour (Sunday school) opportunities, service experiences, and an annual auction that brings in significant funding for youth to have experiences in their spiritual and social formation. Salford is committed to more fully living into its values of radical welcome and prophetic witness.*

3. Describe your congregation's ministry in and with the community.

*Alongside the ministries listed above, Salford is committed to developing further connection with the local community, including more fully being in solidarity with vulnerable populations. The skills and ability of a lead pastor to foster local community connections as a way of broadening and deepening Salford's ministry will be very important.*

#### **E. HOW DOES THE CHURCH UTILIZE TECHNOLOGY IN WORSHIP, IN TEACHING, AND IN OUTREACH IN THE COMMUNITY?**

*Salford has a powerful projector that has been sometimes used to show PowerPoint and videos in the sanctuary during worship. Salford manages a website and social media accounts.*

#### **F. CHURCH BUILDING AND PROPERTY**

1. Do you own or rent your facility? If rent, describe the type of space. - Own
2. Seating capacity of sanctuary or worship area - 450
3. Date of construction of church building - 1738, rebuilt, 1850, 1924, additions 1975, 2005
4. Date of last renovation. – 2005  
Describe what was done - *Larger fellowship hall/foyer. More classroom space, more child care space. Renovated kitchen*  
What if any building/renovation program is needed or projected?  
*Reshingle church roof in 2020. Columbarium is presently being designed*
5. Describe the educational facilities.  
*Adequate-occasionally tight on Christian Education space.*
6. Describe the fellowship and/or recreational facilities.  
*Adequate-occasionally tight on all-church activities.*
7. Describe the church office location and equipment: Computers, phones, other.  
*Onsite: modern computer, phone, printer/copier systems. Air conditioned offices with modern furniture.*
8. Are building and equipment adequate for the needs of the congregation? Describe any special assets or liabilities of the building. - Yes
9. Name the insurance company and describe the coverage for church liability, property, pastor's liability, etc., for the church.  
*Mercer Insurance Group/United Fire Group – see attached.*
10. Are there community programs or groups who also utilize your church facilities? Who are they and how often do they use the building?  
*Salford Mennonite Child Care Center – 5 days per week, 60 students.*  
*Salvation Army adoption program - occasional*  
What interaction do you have with them?  
*Staff interacts with Child Care program on a regular basis, other interaction minimal.*

**G. CHURCH STEWARSHIP/FINANCES**

1. Based upon your last report, identify the previous year's giving of your church.

Local Church

Expenses	\$535,844
Local needs and outreach	\$32,080
Buildings and facilities	\$77,087
Mennonite Education Plan	\$185,484
<b>TOTAL LOCAL CHURCH CONTRIBUTIONS</b>	<b>\$830,495</b>

Note: Denomination refers to either Mennonite Church USA or Mennonite Church Canada

Non Local Contributions

Area church/conference	\$28,034
Denominational total	\$14,724
Mennonite institutions and agencies	\$6,218
Mennonite Central Committee	\$2,462 plus various special offering amounts
Other Mennonite causes	
Non-Mennonite causes	
<b>TOTAL NON LOCAL CONTRIBUTIONS</b>	<b>\$51,438</b>

2. Church budget

Who makes recommendation regarding pastoral and staff salaries?

*Church Board Chairperson in consultation with Finance Ministry Team Chairperson*

Who determines church budget or makes recommendation to the church?

*Church Administrator in consultation with Finance Ministry Team, affirmed by Church Board and congregation*

What plan is used to challenge the church to Christian stewardship

Current total budget - \$881,933

3. Is there church indebtedness? - No

IV. Relationships

**A. COMMUNITY**

1. Character of community your congregation serves or in which it is located:

*Town (under 10,000)*

2. Which best describes this community?

*Growing*

3. Describe racial or ethnic composition of the community.

*97% Caucasian*

4. List two or three primary business/industries in the community.

*Insurance/Banking, Retail, Food Processing, various small businesses.*

5. Identify other Mennonite/Anabaptist churches in the community, if any.

*Within 5 mile radius, Franconia Mennonite Church, Indian Creek Mennonite Church, Towamencin Mennonite Church, Spring Mount Mennonite Church.*

What other churches and faith groups are in the community?

*Church of the Brethren, Lutheran, Episcopal, Non-Denominational.*

6. Name of nearest college or university

*Montgomery County Community College – 12 miles*

In what way does your church relate to this academic community?

*We hire teachers from MCCC for our Child Care program and have leadership interactions with their Child Care Education program.*

7. Identify significant issues confronting your community.

*Consumerism, high housing cost, land value, and lack of mass transit limit diversity and make it difficult for young adults to live here.*

8. Describe what you believe to be distinctive assets of your community.

*Good sense of community and neighborliness.  
General affluence with pockets of economic struggle.  
Strong job market with plentiful work opportunities.  
Mennonite schools.  
Good public school system.  
Plentiful parks and walking trails.*

9. Describe your congregation's ministry in the community.

*Salford/Advent Lutheran church garden benefits community agencies, otherwise limited. Growing interest in more community focused ministry and interaction.*

10. How does your congregation work with ecumenical and interfaith efforts?

*Involvement with Montco Interfaith Alliance*

## **B. AREA CHURCH/CONFERENCE**

1. Describe your relationship with and your participation in the area church/conference.

*Salford Church maintains strong connections with the Franconia Mennonite Conference. Throughout Salford's history, conference has provided leadership and accountability during the "bishop" years. Times have influenced changes in policy and in format, but Salford continues to look toward the Conference for connections, credentialing, and resourcing. Salford members are involved in various roles with Conference committees, Conference Related Ministries and on Conference board and as delegates to the Conference Assembly. Salford continues to financially support Conference.*

## **C. WIDER CHURCH**

1. Describe your relationship with and your participation in Mennonite Church Canada/Mennonite Church USA.

*Our congregation enjoys a strong relationship with MCUSA through financial giving, sponsors delegates to Assembly, and has a number of members involved in wider church roles, including: MCUSA moderator.*

## **V. Conclusion**

- A. Compile your church's response to the "Twenty Pastoral Areas" found at <http://manygifts.org/20pastoralareas/> and include summary of the results.

- B. Send a copy of this form to your area church/conference minister. You may also use copies to send to prospective candidates whom you may wish to interview.

Name of group or persons responsible for completion of this form: *Pastoral Search Committee, Church Board and Staff*

Date of completion *4/22/2020*

March 2017