**Creating a Community Portfolio Worksheet**

Congregation Name:

Congregation Address:

Congregation Phone:

Website:

Social Media:

Position Title:

Receiving Names Until:

Average Sunday Attendance:

Number of weekend services:

Number of weekday services:

**Compensation**

Cash Stipend for New Position:

Housing Provided? # of persons

Utilities

Pension: (18% of stipend)

Healthcare: clergy clergy +1 family dental

Vacation Days: (26 workdays + four Sundays)

Continuing Ed: # of days budget

Sabbatical Provision

Ministry Expense Reimbursement

Moving Expense Allowance:

**History**

Names, title, and tenure of past 3 priests

1.

2.

3.

Church School: # of teachers # of students

Youth # of teachers # of students

Day School # of teachers # of students

**Narrative**

***Answers are limited to 1200 characters, including spacing and punctuation.***

1. Describe a moment in your worship community’s recent ministry which you recognize as one of success and fulfillment.
2. Describe your liturgical style and practice. If you have more than one, describe them all.
3. How do you practice incorporating others in ministry?
4. As a worshipping community, how do you care for your spiritual, emotional, and physical well-being?
5. How do you engage in pastoral care beyond your worshipping community?
6. Describe your community’s involvement in the wider Church and/or region?
7. Tell about a ministry you have initiated in the past five years. Who can be contacted for more information about this ministry?
8. How are you preparing yourself for the Church of the future?
9. What is your practice of stewardship and how does it shape the life of your worshipping community?
10. What is your worshipping community’s experience of conflict? And how have you addressed it?
11. What is your experience leading/addressing change in the church? When has it gone well? When has it gone poorly? And what did you learn?
12. Provide words describing the gifts and skills essential for your future priest. (up to 4 descriptions one or two words each)

**References**

Sr. Warden:

Phone:

Email:

Search Chair:

Phone:

Email: