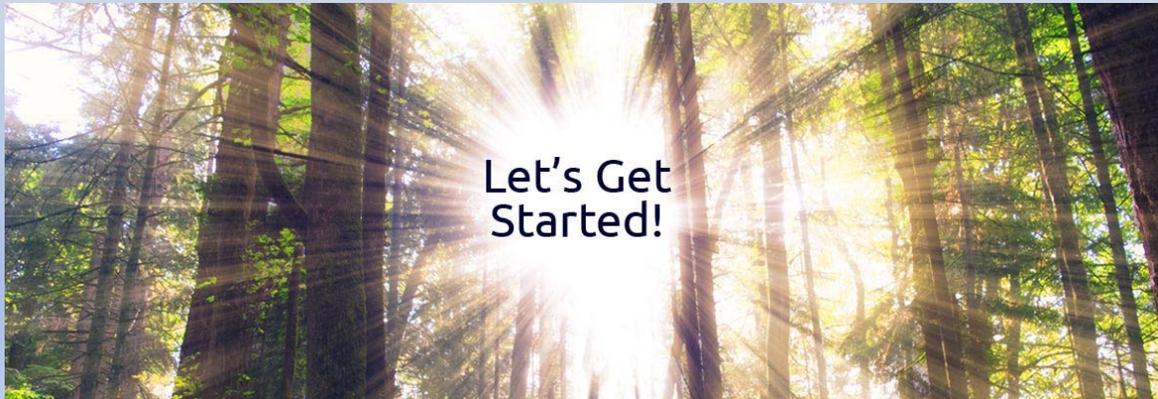




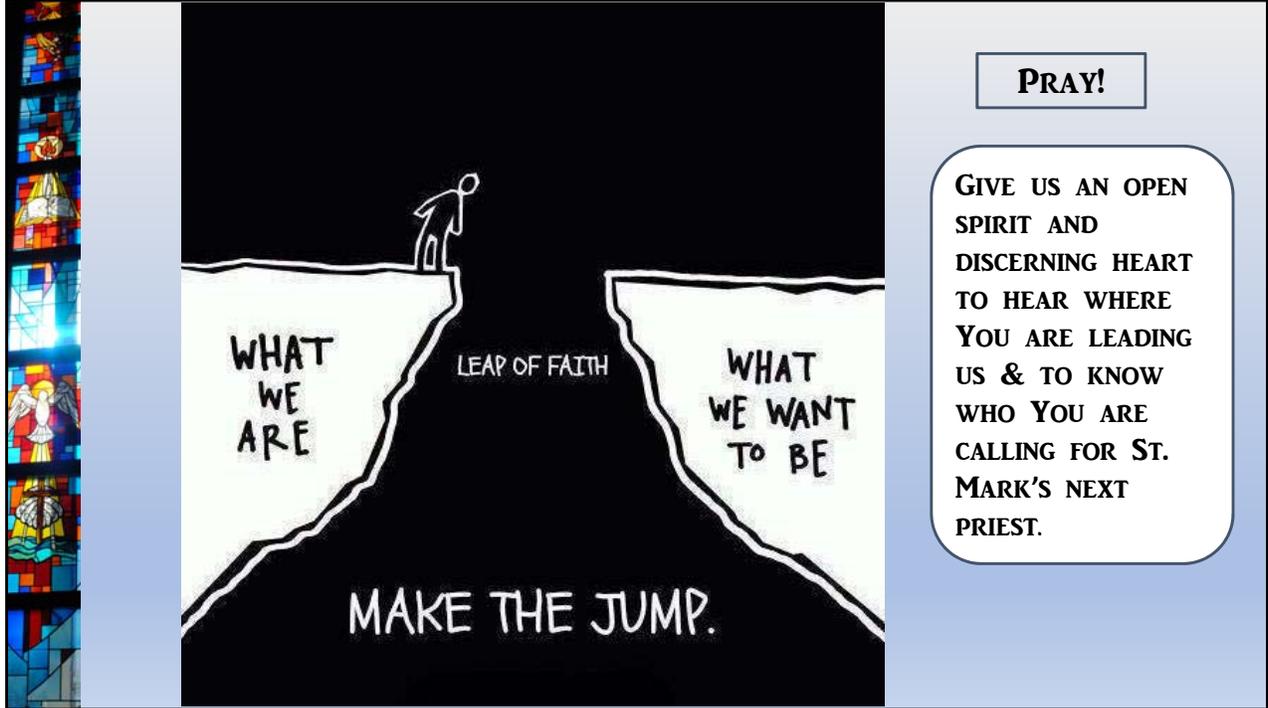
St. Mark's Episcopal Church Discernment Committee

Rector Search Process



This is to give you a brief overview of what will be taking place over the next year or so with the Rector Search Process. The process for calling a new rector has changed from over 20 years ago when we called Father John to be our priest. At that time, a paper Parish Profile was published. There was no online database for announcing our call for a new rector.

Today, we prepare a Community Ministry Portfolio form online that is posted on the National Episcopal Church database called the Office for Transition Ministry to solicit interested applicants. I'll describe the Community Ministry Portfolio in a few minutes. This is an overview of the first stage of our search process. It involves getting input from everyone in the congregation.



We've posted the Discernment Committee's prayer in the announcements, and we have added a petition prayer to the Prayers of the People during our Sunday service. But for us to find the leader God has identified for us, we need to be centered in prayer asking God to guide us. We are going to need faith like Peter when Jesus told him to step out of the boat and come towards him. So, before I go further, let's bow our heads and pray.

Give us an open spirit and discerning heart to hear where You are leading us & to know who You are calling for St. Mark's next priest.

Please continue to pray that the Holy Spirit will tell us where God is calling us to be in the future.



Community Ministry Portfolio (CMP)

- Online form on the Episcopal Church Office of Transition Ministry (OTM) website describing our parish and what gifts we seek
 - Statistics: Average Attendance, # Services, Compensation, Previous Rectors, # students in Sunday School & Youth Group, etc.
 - 13 Narrative Questions: Parish Description, Recent Successful Ministry, Our involvement in the wider Church or geographic region, How we handle conflict, Changes that have gone well or badly, How we engage in pastoral care beyond our members.

The Community Ministry Portfolio, or CMP, is very similar to the old Parish Profile that the previous search committee published in 1996, but not as involved and it is all done online. We don't need to describe the community, the diocese or region because all of that can be found with a Google search. The CMP is posted on the Episcopal Church's Office of Transition Ministry (OTM) website. It is a form with blanks describing our church, our liturgical style or practices and our vision for the future. After listing some statistics (like Average Sunday Attendance) there are questions such as "Describe a successful ministry developed in the past 5 years and who can be contacted about this?" Or, "Describe a moment of conflict and how it was resolved." The narratives ask things we might like to dodge that show not only our strengths but weaknesses.

Priests also fill out a portfolio with similar questions when they are ordained and when they are seeking a new call.

Community Ministry Portfolio Worksheet
Sample Template

Instructions about formatting and suggestions on content in red.

SECTION I: BASIC INFORMATION

Name of worshipping community:
Diocese: Virginia
Current Status: Receiving names
Order of ministry required:

- Bishop
- Deacon
- Lay
- Lay or Ordained
- Priest

Position Title (E.g., Rector, vicar, priest-in-charge):
Receiving Names until:
Format: "January 19, 2015"
Weekly Average Sunday Attendance (ASA):
Numbers only, no commas.
Number of Weekend Worship Services:
Numbers only, no commas.
Number of Weekday Worship Services:

SECTION IV: NARRATIVE

In our baptism we promise to proclaim by word and example the Good News of God in Christ, seeking and serving Christ in all persons. You are invited here to reflect on your ministry by responding to all of the following questions (in 1200 characters each, including spaces and punctuation). You may answer in more than one language, if appropriate.

Rather than generalize, we recommend that you tell a short, illustrative story and briefly explain what that says about who you are as a church.

Describe a moment in your worshipping community's recent ministry which you recognize as one of success and fulfillment.
1200 character limit, including punctuation and spaces.

Describe your liturgical style & practice. If your community provides more than one type of worship service, please describe all:
1200 character limit, including punctuation and spaces.

How do you practice incorporating others in ministry?
1200 character limit, including punctuation and spaces.

Note: this is not necessarily about incorporating folks in worship, though it may include that. Take a broader view, which might include ministries like outreach volunteers, Sunday school teachers, ushers, Vestry service, etc.

As a worshipping community, how do you care for your spiritual, emotional and physical well-being?

Examples of CMP Pages

These are 2 pages of the Community Ministry Portfolio to give you an example of what it looks like. There are 6 sections. The section requiring the most time and attention is Section IV. There are 13 Narrative questions describing our ministries, liturgical style, involvement with the community, pastoral care, and the gifts and skills we will be looking for in our next rector.



Phase 1

Information Gathering



- Conduct a Self-Study to answer:
 - Who have we been?
 - Who are we as a parish today?
 - Where is God calling us to be?
 - Identify the gifts and skills the congregation wants in our next rector

How are we going to get this information? We will be doing research and calling on the congregation to help us answer these questions. With the information we gather, we pray we will be able to build a roadmap for candidates to understand where our future lies and identify the rector who will guide us on this journey.



How we will Gather Information



- **Survey**

- Survey will be sent to all of the parishioners via email next week
- Committee members will work with anyone needing assistance or access to the survey to achieve full participation
- Analyze the results, identify trends, find common desires, compile data

Please complete survey as soon as possible.

Some information will come from annual reports and vestry minutes. The rest will come from you.

We will be sending out a survey next week through email.

There will be hard copies and a collection box, as well.

With Thanksgiving approaching, we are asking you to complete the survey as soon as you receive it so it doesn't get lost with the Thanksgiving festivities.

Google Forms

Having trouble viewing or submitting this form?

FILL OUT IN GOOGLE FORMS

I've invited you to fill out a form:

St. Mark's Rector Search Survey

INTRODUCTION
 This survey is your first opportunity to participate in our rector search process. We want to hear where you believe God is calling us to be and what gifts or skills you envision for our new rector. Please take a moment to respond to these 28 confidential and anonymous questions. It may take 10-20 minutes to complete, depending on your thoughtfulness. Your responses will be a key piece in the search process and will give a potential rector a sense of our congregation.

When answering questions with a limited number of choices, please choose the answer that comes closest to the right answer for you, even if it does not fit perfectly.

You do not need to include your name anywhere on the survey (unless you want to be contacted by the committee). We want to guarantee the confidentiality of your individual answers. We want as many as possible to participate in the survey. Please complete one survey per member in your household (as age appropriate).

1. Please let us know how important each of these characteristics of a rector is to you.

	Very important	Somewhat important	Not too important	Not important at all
Energetic	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Personable/Outgoing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Great Sermon Content and Delivery	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Prior experience as a Rector	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Prior work experience not as a Rector	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Confident - strong personality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sense of humor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Accessible	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

1a. Please add below additional characteristics of importance.

This is what the survey will look like when it is sent out by email. The top of the form is on the left of this slide, and the 1st question is on the right of the slide.

Most people will be able to click on the round radio buttons on the form from within their email and hit the submit button at the end of the form.

If you have open and close parentheses instead of these buttons and you cannot fill it out from your email, click on the gold bar at the top that says: Fill Out in Google Forms.

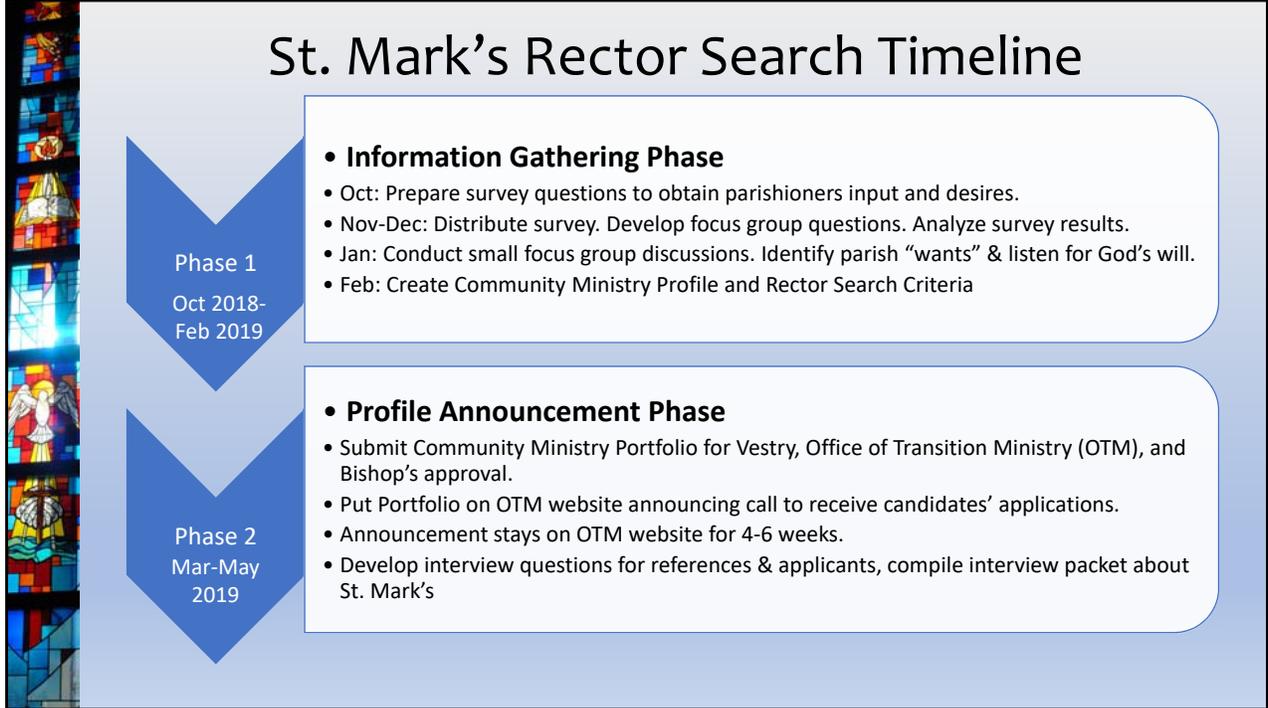


PHASE 1 Information Gathering, Part 2

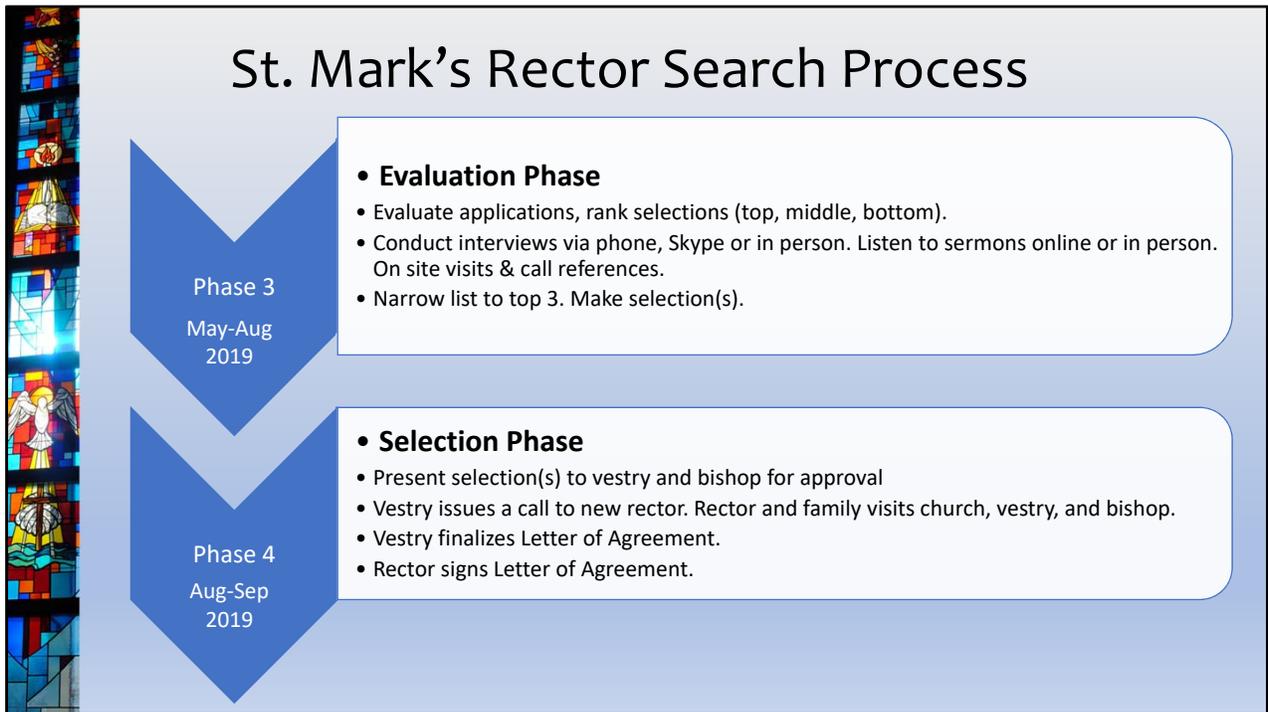
- Focus Groups (Small Group Listening Sessions)
 - 3-4 open-ended, thought provoking questions –not yes/no
 - Each person is given an opportunity to speak
 - 1 facilitator, 1 scribe for each group
 - Groups of 9 people or less
 - Will meet individually with home-bound or upon request
 - ❖ **Details on when and how Focus Groups will be conducted TBD**

In January, after the holidays, we will be meeting with you to hear your opinions on 3 or 4 questions.

We plan to have 9 or fewer people at round tables in the parish hall to discuss the questions and capture your thoughts and opinions.



This is our broad timeframe for accomplishing our goals.



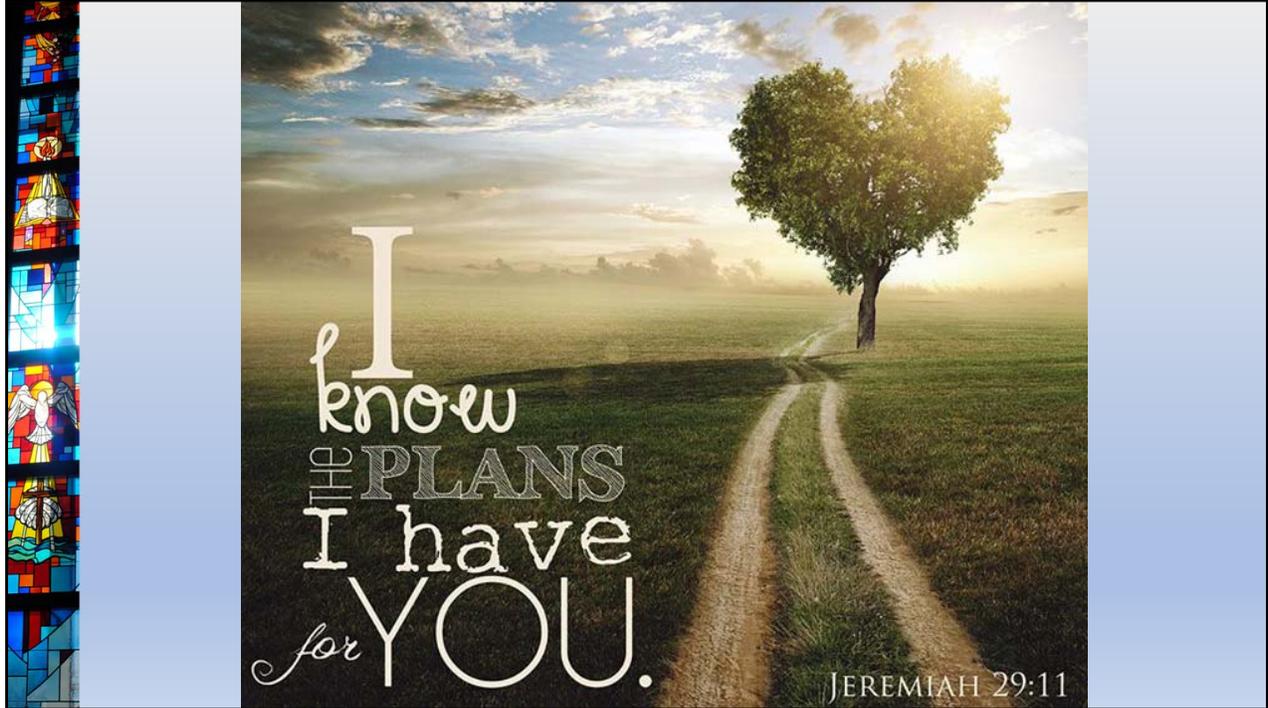
We hope to have the new rector selected and here by next fall. It may not be by September since it could take 6-8 weeks or more once the call is made and accepted before the new rector actually arrives. The rector might need to sell their home, move and buy a new one.



Vestry Actions

- ✓ Selects and Commissions Search Committee Members
- ✓ Issues call to Interim Rector
- Creates Community Ministry Portfolio section for Rector's Compensation Package
- Includes costs in budget
- Approves Community Ministry Portfolio
- Reviews and approves Search Committee's selection
- Presents selection to Bishop for approval
- Issues call for new Rector

These are the vestry members responsibilities. They have completed the first two.



In closing, we want you to know that everything is going to be alright. God will guide us.

Jeremiah 29:11 New International Version (NIV)

¹¹ For I know the plans I have for you," declares the LORD, "plans to prosper you and not to harm you, plans to give you hope and a future.