



Evangelical Lutheran  
Church in America  
God's work. Our hands.

# MINISTRY SITE PROFILE

**The Ministry Site Profile (MSP) is intended for use by congregations and church-related organizations that are seeking to call an ordained or lay rostered minister (Associate in Ministry, Deaconess or Diaconal Minister) of the Evangelical Lutheran Church in America or First Call candidates for rostered ministry. Congregations must complete the entire Ministry Site Profile. Church-related organizations may, with the concurrence of the synod bishop, complete only the required sections ( 1- 4 and 8 - 19 ). Once complete, this form is submitted electronically to your synod bishop for review and posting to the "ministry opportunities" listing on the ELCA web site.**

## PART I: WHO WE ARE

Date Completed: 04/03/2011

### 1. NAME AND LOCATION

CONGREGATION     MULTIPLE POINT PARISH     ORGANIZATION

Bethlehem Lutheran Church 06149

Name: Bethlehem Lutheran Church  
 City: Lynchburg State / Province: VA ZIP / Postal Code: 24502  
 Country:  U.S.  Canada

Synod: Virginia Synod 9A Year Organized: 1958

Type of Ministry Site (select one): Congregation - Organized  
 Size of Community: Medium city (50,000 to 249,999)

### 2. CONTACT INFORMATION

Mailing Address: 7336 Timberlake Road  
 City: Lynchburg State / Province: VA ZIP or Postal Code: 24502  
 e-mail address: bradshaw9499@gmail.com Country:  U.S.  Canada  
 Web site: http://www.blcva.org  
 Phone: (434) 239-2102 FAX: (434) 455-6215

#### Chairperson of Congregation or Head of the Organization ( preferred contact information )

Name: Mr. John Nicholson  
 Address: 117 Stonehouse Drive  
 City: Lynchburg State / Province: VA ZIP or Postal Code: 24502  
 e-mail address: jnick81@msn.com Country:  U.S.  Canada  
 Day Phone: (434) 239-7756 Evening Phone: (434) 239-7756 Cell: (434) 660-7949 FAX: ( ) -

#### Chairperson of Call or Search Committee ( preferred contact information )

Name: Mrs. Jennifer Bradshaw  
 Address: 343 Charldon Road  
 City: Lynchburg State / Province: VA ZIP or Postal Code: 24501  
 e-mail: bradshaw9499@gmail.com Country:  U.S.  Canada  
 Day Phone: (434) 426-8434 Evening Phone: ( ) - Cell: ( ) - FAX: ( ) -

### 3. DEMOGRAPHICS

#### Languages spoken

	In the congregation / organization
Primary language:	English
Second language:	
Third language:	

#### In the surrounding community

English
Spanish

#### Race / Ethnicity

	In the congregation / organization	%
Largest	Caucasian	100
Second		0
Third		0
Fourth		0

Caucasian	65	%
African American	30	%
Other ( Please specify below )	5	%
	0	%

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Lynchburg has a small number of Hispanic, Asian, and Middle Eastern residents.

Please explain 'OTHER' ethnicity.

#### Gender comparison \*

42	%	58	%
Male		Female	

#### Age distribution \*

20	%	15	%	15	%	25	%	25	%
19 years or younger		20 - 34		35 - 49		50 - 65		over 65	

#### Number of Paid Staff ( Number of full or part time paid staff of the congregation or organization. )

Clergy	1	Secretarial Support	1
Lay Rostered	0	Custodial Support	1
Other Lay Professionals	1	Other	

#### Enter the following congregational information.

Average weekly worship attendance	51 - 150
Average attendance in Christian education	26 - 50
Parish type:	Single site

Indicate the distance members live from the church facilities

1/2 mile or less	0	%	1 - 3 miles	20	%
1/2 - 1 mile	0	%	More than 3 miles	80	%

#### Community Type ( Check any that apply. )

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Bedroom community     | <input checked="" type="checkbox"/> College or University | <input checked="" type="checkbox"/> Farming |
| <input checked="" type="checkbox"/> Industrial | <input type="checkbox"/> Inner City                       | <input type="checkbox"/> Mining / logging   |
| <input type="checkbox"/> Ranching              | <input type="checkbox"/> Resort                           | <input type="checkbox"/> Retirement         |

#### 4. BUDGET OF THE CONGREGATION / ORGANIZATION

Last fiscal year : 2010

Total budget for the last fiscal year	\$150,906	Total debt of the congregation/ organization at the end of the last fiscal year	\$123,733
Mission Support to the ELCA / synod for the last fiscal year	\$6,560	Total savings, reserves, endowment at the end of the last fiscal year	\$1,887

#### 5. TRENDS IN THE COMMUNITY CONTEXT OF THE CONGREGATION OR ORGANIZATION

Please give a short answer to the following questions. ( approx. 150 words maximum )

##### Characteristics

Write a description of your community in terms of socio-economic status, demographics, primary areas of employment and lifestyle. The Demographic ZIP Code report ( available at [www.elca.org/research](http://www.elca.org/research) ) for your primary ZIP codes may be helpful.

Lynchburg is a scenic city located in the eastern foothills of the Blue Ridge Mountains in Central Virginia. The area has an extensive history beginning with its founding on the James River in the 1760s by John Lynch. Today, the greater Lynchburg city area has a population that includes the suburbs of Madison Heights, Timberlake, and Forest. Known as Region 2000, this area includes Northern Campbell, Eastern Bedford, and Southern Amherst counties, which border the city.

Lynchburg's economy is based on the high tech-companies located here, including manufacturing, communications, financial institutions, nuclear energy, and machinery. This manufacturing and research orientation represents a shift from the mill-based economy of the past, which included foundries, shoes, and textiles. Education is well represented here with four private colleges and a public community college. The area provides a variety of recreational activities.

##### Context

List three ways that the community in which you are located has been challenged by change and transition in the last three to five years.

The economic decline in our nation has not spared Lynchburg and the surrounding counties. Many people, including some in our congregation, have lost jobs. Losses of revenue and budget cuts have affected our government and our schools. The quality and cost of living for all has been adversely affected by the increased cost of necessities. The area's housing market did not suffer as drastically as other parts of the country, but construction on new homes faltered, property values but not taxes dropped, and home foreclosures rose. However, our community did see growth in other areas. The mega churches of Thomas Road Baptist Church and Tree of Life Pentecostal increased in membership and doubled their facilities and several new non-denominational churches have opened recently. The five area colleges have seen enrollments increase, with Liberty University being the largest with over 10,000 on-campus students.

##### Trends

List three changes or trends within the congregation or organization which have occurred in the last three to five years. ( If this profile is about a congregation, the Congregational Trend Report ( available at [www.elca.org/research](http://www.elca.org/research) ) may be helpful to you.)

Over the last five years, Bethlehem Lutheran Church has experienced several pastoral changes. We have had two pastors leave, followed by an interim pastor period in both cases. Because of the pastors' leaving and the resulting uncertainty, some families became unhappy and left the church. When a generous gift was willed to our church, we were able to remodel our sanctuary, greatly enhancing our worship space. We celebrated our 50th anniversary with former pastors present. With a struggling economy and reduced membership, we faced financial difficulties and were forced to drastically cut our program budgets. Even with that, two of our community outreach programs (Angel Food and Helping Hands Clothing Closet) continued to grow and were featured in the media, bringing greater visibility to Bethlehem Lutheran Church. We are now finding a renewed focus on our mission outreach and growth as a healthy congregation.

## **Programs**

Describe your congregation's or organization's current programs for mission and ministry.

Bethlehem has a strong focus on outreach; thus, we support approximately fifteen programs that minister to our community. Many people have wondered how our small church is capable of working in such a large way to serve our community. Bethlehem's vision to "invite the community to know and grow in Christ" not only strives to bring people into the church but also sends our members out into our community. Some of our outreach programs include Angel Food Ministries, TEAM Food Pantry, Helping Hands, Prayer Bears, Knitters and Prayers, Gateway House, Scrappers, and Operation Christmas Child. We work through local schools to help children who are in need by sending backpacks of food through Micah's Backpack and by assisting families to fulfill Christmas wishes through the Angel Tree. Our members fill food boxes at Thanksgiving, Christmas, and Easter for families in need, and they reach out with community pride to clean the streets through the Adopt-a-Street program.

## **Goals**

If there is a Strategic Plan in place for the congregation or organization; what are the primary goals to which you are committed?

Bethlehem Lutheran Church is currently developing a Strategic Plan as a result of information developed during the Healthy Starts Program.

## **Energy**

What is your congregation or organization really excited about right now?

Bethlehem's members are excited about starting the process of calling a new pastor. We look forward to having our pastor lead and nurture us through these challenging times. We anticipate new participation in our parish life. Our outreach programs continue to minister in the name of Christ and to be examples of His love to the world. Of course, we relish any opportunity to enjoy our Lutheran tradition of fellowship and friendship among our members and visitors.

## **Partnership**

How does this congregation or organization see itself as a member and active participant in the Evangelical Lutheran Church in America and the synod?

Bethlehem Lutheran Church has, since its founding, been a member and participant in the ELCA and the Virginia Synod, and financial support to both is a top priority in our budget. Currently, we are providing 6% of our actual income from offerings, which will be increased as the economy improves and we continue to grow spiritually. At least two delegates have annually participated in the Virginia Synod Assembly. We have also implemented the Synod's Healthy Starts program while we are in our current vacancy. We have trained a Healthy Congregations facilitator who has been involved with conducting workshops in other VA Synod congregations. Annually, several members have attended Synod's "Power in the Spirit". The work of our Scrappers (a team of ladies who make quilts for the needy) have contributed 300 quilts to the ELCA's distribution centers and other sites. Our youth attend synod events such as Winter Celebration, Kyros, Lost and Found and the National Youth Gathering.

## PART II: OUR VISION FOR MISSION

### 6. MINISTRY SITE CHARACTERISTICS

*As you think of your congregation or organization and the way it tends to live out its corporate life and pursue its mission, what tends to characterize your life together? You may make only one selection in each of the comparisons below or you may leave the line blank if this item does not apply to your ministry site.*

#### AS A COMMUNITY

	A LOT LIKE US	A LITTLE LIKE US	A LITTLE LIKE US	A LOT LIKE US	
We tend to be formal and programmatic.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	We tend to be informal and spontaneous.
We have clearly defined goals and plans for our future.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	We have no stated goals or plans.
We are racially and economically diverse.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	We are demographically homogeneous.

#### OUR LEADERSHIP STYLE

	A LOT LIKE US	A LITTLE LIKE US	A LITTLE LIKE US	A LOT LIKE US	
We welcome ideas that are provoking and challenging.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	We prefer ideas that are tried and true.
We rely on our leaders for direction.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	We rely on group decision-making.
We have learned how to use conflict constructively.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	We tend to perceive conflict as something destructive

#### OUR PROGRAMMING

	A LOT LIKE US	A LITTLE LIKE US	A LITTLE LIKE US	A LOT LIKE US	
Our facilities are often used by community groups.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Our facilities are only used for our activities.
We train people to minister outside our walls.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	We train people to minister inside our walls.
We focus on ideas and beliefs.	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	We focus on skills and action.

#### OUR THEOLOGICAL PERSPECTIVE

	A LOT LIKE US	A LITTLE LIKE US	A LITTLE LIKE US	A LOT LIKE US	
We are obviously Lutheran in identity and practice.	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	We are less obvious about our Lutheran heritage.
We participate in synod and ELCA activities.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	We are not very active in the synod and ELCA.
We focus on Biblical studies and doctrine.	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	We focus on contemporary issues and topics.

## **7. PURPOSE, GIFTEDNESS AND MISSION**

*The mission of a congregation or organization is found at the intersection of its purpose, giftedness and context. That is, a clear sense of mission will grow directly out of an assessment of your identity and purpose, your resources and gifts, and your understanding of the needs and trends within your community. Please offer thoughtful responses to the following questions. ( Approximately 250 words maximum )*

### **Purpose**

How does this congregation or organization understand its reason for being in light of God's call to mission and service? Who are you? Why are you here? ( You may wish to refer to your congregation's or organization's Mission or Vision statements. )

Bethlehem Lutheran Church defines its call to mission and service in its mission statement: "Called to Invite the Community to Know and Grow in Christ". One Saturday a month, dedicated people get up early in the morning, unload heavy boxes of food, and then coordinate its distribution through our Angel Food ministry. In 2010, over 1200 people were provided with free clothing donated to Helping Hands, an on-site clothing ministry also supported by other local churches. In addition, we also have a scrapper's ministry that meets every Thursday. We help feed local children and their families through participation with Micah's Backpack and TEAM Food Pantry. We fill and send shoe boxes for Samaritan's Purse and donate Angel Tree gifts and food boxes during Thanksgiving and Christmas. Each year we sponsor a Bloodmobile. We participate with outside ministries, such as Habitat for Humanity, Gateway, Daily Bread and Innerfaith Outreach--ministries that help people in our community.

We are a small church, but our ministry outreach is large. The hearts of the people working in these ministries are centered on helping the community to know Christ's love through the love and concern they demonstrate.

### **Giftedness**

What are your gifts and resources for fulfilling this purpose? What are the congregation's or organization's top three assets and how are they being used? Are there obstacles that must be overcome to be able to use these gifts and accomplish the mission?

Our top three assets are actively committed people, diversity in worship styles, and talented musicians and worship leaders. Bethlehem is blessed with a congregation of warm and friendly people who truly care about each other and their church home. We offer two distinctively different worship styles in an effort to fulfill our mission of "calling" the community to experience the worship service that satisfies their spiritual needs. During the New Song service, people can enjoy a more casual church environment with contemporary music from a live band. The traditional service is a more structured liturgical service with a choir and organ music. Both services invite people to weekly communion. Each year we have approximately four combined services that blend elements from both services as well as fellowship opportunities to bring people from both services together.

The obstacles that can hinder our ability to fulfill our purpose are the burnout of volunteers and apathy on the part of some of our members. In order to overcome these obstacles, we must stand firm in our faith, maintain our focus on God and on being His disciples in the world, and give thanks for our church, its people, and our ability to serve others.

## **Mission**

In light of the way you have described your ministry context in this Ministry Site Profile, what are the top three mission priorities which, if accomplished, hold the most promise for the continued development of this ministry?

Our top three priorities are 1) to obtain a pastor to shepherd us, 2) to maintain our worship style options, and 3) to strengthen our outreach to the surrounding community. Spiritual interaction and leadership of a pastor will assist our congregation in maintaining our focus on our mission of "Inviting the Community to Know and Grow in Christ." We have begun our first intentional and focused outreach campaign to our neighborhood apartment communities, with the anticipation of increasing the scope of our outreach. Our worship committee continues to evaluate our two different worship opportunities in an effort to offer present, as well as prospective, members spiritual fulfillment in either a non-traditional or a traditional Lutheran church experience.

## **8. SUMMARY DESCRIPTION**

Please describe your ministry setting and position opening in 75 words or less. This is the brief description that will be publicized.

We are an active congregation of approximately 150 members in a residential/business area of a small city in Central Virginia. Our congregation is a welcoming, spirit-filled, mission-driven church, and we participate in many outreach programs to support the greater community. Additionally, we support several outside groups by providing a meeting place and necessary facilities. We seek a strong leader to shepherd our congregation to enhance its evangelism efforts and spiritual growth.

## 9. REFERENCES

In addition to your synodical bishop, please list four people who know your congregation or organization well and who would be willing to share their perspective on the life and ministry of the congregation or organization. One reference should be a person who is currently a member or employee/client; one reference should be someone from the community who is able to regularly observe your ministry; and one should be an ordained ELCA clergyperson.

### Synodical Bishop

Name:

Synod

Day Phone:  Evening Phone:  Cell:  FAX:

e-mail:

### Someone from inside the congregation or organization

Name:

Organization and Title

Day Phone:  Evening Phone:  Cell:  FAX:

e-mail:

### Someone from outside the congregation or organization

Name:

Organization and Title

Day Phone:  Evening Phone:  Cell:  FAX:

e-mail:

### A member of the ELCA clergy roster

Name:

Organization and Title

Day Phone:  Evening Phone:  Cell:  FAX:

e-mail:

### Anyone else who knows your setting well

Name:

Organization and Title

Day Phone:  Evening Phone:  Cell:  FAX:

e-mail:

### **PART III: LEADERSHIP NEEDS**

Use this section to describe both the gifts for ministry and the style of leadership that your position requires.

#### **10. THE LEADER WE SEEK**

Roster type: ( Check all whom you would be open to interviewing )

- Associate in Ministry       Deaconess       Diaconal Minister  
 Ordained Clergy       In Candidacy / First Call

Position type: ( Select the most descriptive option )

Senior Pastor / Head of Staff

This ministry position is:

Education: ( Select the minimum level of education required )

Master's Degree (seminary or graduate school)

Language ( proficiencies preferred )

Primary language: English

Proficiency: Fluent

Second language:

Proficiency:

Third language:

Proficiency:

Experience: ( Select all you would consider for this position )

- 0 - 3 years       4 -9 years       10 -15 years       16 - 20 years       21 + years

#### **11. TOP FIVE MINISTRY TASKS** ( Select the five most critical tasks required in this position. )

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Administration                          | <input type="checkbox"/> Building a Sense of Community             | <input type="checkbox"/> Campus / Young Adult Ministry    |
| <input type="checkbox"/> Chaplaincy                              | <input type="checkbox"/> Children's Ministry                       | <input checked="" type="checkbox"/> Christian Education   |
| <input type="checkbox"/> Communications / Media                  | <input type="checkbox"/> Community Organizing                      | <input type="checkbox"/> Conflict Management              |
| <input type="checkbox"/> Counseling / Social Work                | <input type="checkbox"/> Early Childhood Administration            | <input type="checkbox"/> Ecumenical Work                  |
| <input checked="" type="checkbox"/> Evangelism / Mission         | <input type="checkbox"/> Financial Management                      | <input type="checkbox"/> Global Service                   |
| <input checked="" type="checkbox"/> Innovation / Creativity      | <input type="checkbox"/> Interim Ministry                          | <input type="checkbox"/> Interpret Theology               |
| <input type="checkbox"/> Inter-personal Climate                  | <input type="checkbox"/> Ministry in Crisis                        | <input type="checkbox"/> Ministry in Daily Life           |
| <input type="checkbox"/> Ministry with Seniors                   | <input type="checkbox"/> Multicultural Ministry                    | <input type="checkbox"/> Music / Worship / Arts           |
| <input type="checkbox"/> Outdoor / Camping Ministry              | <input type="checkbox"/> Parish Nurse / Health                     | <input type="checkbox"/> Participant in the Larger Church |
| <input checked="" type="checkbox"/> Pastoral Care and Visitation | <input checked="" type="checkbox"/> Preaching / Worship Leadership | <input type="checkbox"/> Public Policy / Advocacy         |
| <input type="checkbox"/> Recruit and Equip Leaders               | <input type="checkbox"/> Self Care / Family Life                   | <input type="checkbox"/> Small Group Ministry             |
| <input type="checkbox"/> Social Ministry                         | <input type="checkbox"/> Spiritual Formation / Direction           | <input type="checkbox"/> Stewardship                      |
| <input type="checkbox"/> Strategic Mission Planning              | <input type="checkbox"/> Teaching                                  | <input type="checkbox"/> Volunteer Coordination           |
| <input type="checkbox"/> Youth and Family Ministry               |  |   |

## 12. GIFTS FOR MINISTRY

Every rostered leader can offer a variety of gifts, skills and personality characteristics that would be helpful in a ministry setting. Identify a maximum of five gifts for ministry that the rostered leader must bring to your ministry setting in the left-hand column. In the right-hand column, identify five more gifts that would be helpful in your ministry setting. ( If your setting is a congregation and your search is for a pastor, this survey of gifts assumes that the pastor is able to offer worship leadership and preaching. )

Top Priority	<i>Our new leader needs to be able to...</i>	Very Helpful
<input checked="" type="radio"/>	Help people develop their spiritual life.	<input type="radio"/>
<input type="radio"/>	Help people understand and act upon issues of social justice	<input type="radio"/>
<input type="radio"/>	Provide care and nurture.	<input checked="" type="radio"/>
<input checked="" type="radio"/>	Be active in visitation of members and non-members.	<input type="radio"/>
<input type="radio"/>	Be effective in working with children.	<input type="radio"/>
<input checked="" type="radio"/>	Build a sense of community among the people with whom he/she works.	<input type="radio"/>
<input type="radio"/>	Help others develop their leadership abilities and skills for ministry.	<input type="radio"/>
<input type="radio"/>	Be an effective administrator.	<input type="radio"/>
<input checked="" type="radio"/>	Be an effective communicator.	<input type="radio"/>
<input type="radio"/>	Be an effective teacher.	<input checked="" type="radio"/>
<input type="radio"/>	Encourage support of the Church's wider mission.	<input type="radio"/>
<input type="radio"/>	Work regularly in the development of stewardship growth.	<input type="radio"/>
<input type="radio"/>	Be active in ecumenical relationships.	<input type="radio"/>
<input type="radio"/>	Be effective in working with youth.	<input checked="" type="radio"/>
<input type="radio"/>	Organize people for community action.	<input type="radio"/>
<input type="radio"/>	Be skilled in planning and leading programs.	<input type="radio"/>
<input type="radio"/>	Have a strong commitment and loyalty to the Lutheran Church.	<input type="radio"/>
<input type="radio"/>	Understand and interpret the mission of the Church from a global perspective.	<input type="radio"/>
<input checked="" type="radio"/>	Deal effectively with conflict.	<input type="radio"/>
<input type="radio"/>	Bring joy and good humor to relationships.	<input type="radio"/>
<input type="radio"/>	Be able to share leadership and work in a team.	<input checked="" type="radio"/>
<input type="radio"/>	Be creative and innovative about his or her tasks.	<input type="radio"/>
<input type="radio"/>	Be able to use technology and media.	<input checked="" type="radio"/>
<input type="radio"/>	Appreciate cultural diversity in language and customs.	<input type="radio"/>
<input type="radio"/>	Have talents in the areas of music, arts and writing.	<input type="radio"/>

### 13. MUTUAL EXPECTATIONS

Please list the five primary areas of activity or focus that you wish your newly-called rostered leader to give special attention to during the first year of his or her ministry at this congregation or organization:

- A.
- B.
- C.
- D.
- E.

Please list five ways that this congregation / organization will support and encourage the rostered leader during the first year in order to help her or him accomplish these responsibilities:

- A.
- B.
- C.
- D.
- E.

### 14. COMPENSATION

Indicate the maximum amount that is available for the "Defined Compensation" of this ministry position. Defined Compensation is described by the ELCA Board of Pensions as the gross cash salary paid to the staff member. In the case of clergy, Defined Compensation includes any housing allowance (whether in cash or the annual cash value of a parsonage,) Social Security Tax offset, and/or furnishings allowance if paid directly to the staff member.

You may choose to use the button below to access the ELCA Board of Pensions Defined Compensation calculator in assisting you to determine Defined Compensation.

Parsonage                       Yes  No    (If yes, include the annual dollar value in the "Defined Compensation" below)

Social Security Tax offset     Yes  No    (If yes, include the annual dollar value in the "Defined Compensation" below)

The maximum amount available for Defined Compensation

### 15. BENEFITS

The ELCA Board of Pensions has complete information about the benefits program of the church at [www.elcabop.org](http://www.elcabop.org) including online calculators to help you estimate costs.

Pension                       Yes  No

Medical                       Yes  No

Vacation weeks:           

( Recommended: Four weeks per year. For an ordained or lay rostered minister in a congregation, this should include four Sundays. )

- Sabbatical Policy  Yes  No
- Parental Leave Policy  Yes  No
- Are Background Checks required?  Yes  No ( Recommended for all paid staff and key volunteers. )

**16. PROFESSIONAL EXPENSES**

- Auto / travel reimbursement  Yes  No  
 ( Recommended: Auto reimbursement at the IRS business mileage rate for actual miles driven. )
- Professional Expense account  Yes  No  
 ( A reimbursement account for professional expenses - books, publications, memberships, vestments, uniforms and the like. )
- Continuing Education  Yes  No  
 ( Recommended: Two weeks per year, plus \$700 per year from the congregation or organization and \$300 per year from the rostered leader; funds to be held in a separate account. )
- First Call Theological Education  Yes  No  
 ( Recommended: Meeting synod expectations for First Call rostered leaders to participate in FCTE, including financial support and continuing education time.)

**Comments**

Please offer any comment or explanation regarding the compensation package, especially as it compares to synodical recommendations or guidelines.

[\\$50,000.00 is the maximum we have available to call a pastor at this time.](#)

**17. OTHER SUPPORTING RESOURCES**

Are you able to supply the following items, if requested?

- Mission and Vision statement of the congregation or organization  Yes  No
- Printed history of the congregation or organization  Yes  No
- Strategic Plan: Goals and Objectives  Yes  No
- Budget  Yes  No
- Annual Report  Yes  No
- Position description: Duties and Responsibilities  Yes  No
- Communications Piece ( publicity, newsletter, etc. )  Yes  No

#### **PART IV: COMMENTARY**

*You are encouraged to offer information or commentary that will help the reader appreciate the vision, opportunities, challenges and nature of your ministry site. Use this opportunity to promote and commend your ministry possibilities. To see some examples, please [click here](#). If your congregation is a part of a Multiple-Point Parish, please [click here](#).*

Bethlehem Lutheran Church has sought to respond to the diversity of interests and needs within our membership and within our community.

At Bethlehem, we offer two distinctively different styles of worship. In one we offer traditional Lutheran worship that follows the historic liturgical practices of the Church. Most of the music offered during this service is played on the piano or organ.

Our other service, called "A New Song", features a band with guitars, keyboard and drums. It is lead by a lay worship leader and tries to present themes in new, more contemporary ways using video, drama and art. As with our traditional service, the preaching of the Word and Holy Communion are central to worship.

In an area populated by several mega churches and with a growing non- denominational presence in our community, our mission "to invite the community to know and grow in Christ" continues to be realized by offering the choice of traditional or contemporary worship.

Christian education is another extremely important facet of our spiritual growth. Between the two services are the Sunday School classes that provide growth opportunity for all ages. The emphasis for the younger children is Bible basics and the love of Jesus Christ. Teenagers build on this earlier foundation as they understand how to apply it to their daily lives. On a rotating schedule, adults study Bible lessons, conduct book studies, and discuss contemporary topics.

Bethlehem Lutheran Church is committed to serving the community through a variety of outreach programs that serve people in need, helping them to cope with the struggles of daily living by providing them food, clothing, and emergency assistance.

To that end, we participate in more than a dozen social ministries. We believe that our mission is to be the hands of God, ministering in our community and in our world.

We are a small congregation (average Sunday worship attendance - 80) of enthusiastic, energetic, and committed members. We enjoy each others' company at many congregational social events, and we care for each other in our moments of need.

One of the challenges we face is that Lutherans are a small minority in our community. Our task, therefore, if our ministry is to grow, is to define who we are, what sets us apart from the others, and what we can offer as an effective Christian witness.

## 18. SEVEN REFLECTIONS

### [Seven Reflections on Ministry and Context](#)

If you would like to enhance your Ministry Site Profile with additional reflections on several key questions, you may download the extra form.

## PART V: COMPLETION OF PROFILE

### 19. DISCERNMENT PROCESS AND ADOPTION

Please describe the process used to gather information, formulate responses, and officially adopt this Ministry Site Profile. ( Approximately 100 words maximum )

In order to complete this form, we referenced the Congregational Mission Profile completed in 2007. The call committee met to discuss and answer the questions. Each member of the call committee answered the form-like questions and the answers were averaged. The statistical data was pulled from the ELCA website. The Leadership Team (Congregational Council) provided input on the descriptions of our church and approved it for use in this call process.

Enter the date on which this Ministry Site Profile was adopted by vote of the Congregation Council or organization's board:

05/01/2011

### 20. CALL PROCESS CONTACT PERSON

Enter the name of the person on the synod staff who is the contact person or call process administrator for your call process. You may need to contact the synod office to verify this information.

Name: Sue Dugas

Title: Office Administrator and Assistant

e-mail: dugas@vasynod.org

Office Phone: (540) 389-1000

Click here to allow a change in the CALL PROCESS CONTACT PERSON'S information.

### 21. REFERENCE'S RECOMMENDATION

Please give the name of someone from outside the congregation or organization who has agreed to comment on the life and ministry of this ministry site.

Reference agreeing to do this:

Name: Dr. Kimberly Andresen

Day Phone: ( ) -

Evening Phone: ( ) -

Cell: (434) 841-6809

FAX: ( ) -

e-mail: kjandresen@yahoo.com

**Finished!** Thank you for the thoughtfulness and energy you have invested in completing this form. Be certain to **SAVE** your work on your computer and **PRINT** a hard copy for your files. Before submitting this form you must **DATE** and **LOCK** it to prevent accidental or unauthorized changes to your work. After you hit **SUBMIT** you will see a dialog box that confirms that your form has transmitted successfully.

**What to do next:** Once this form is submitted, go to [www.elca.org/call](http://www.elca.org/call) and click on "Access Account" to download your *Reference Recommendation* and *Seven Reflections* forms.