

# MINISTRY SITE PROFILE

God's work. Our hands.

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 concurrance 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.

1. NAME	AND LOCA	TION	PART	l: V	VHO WE A	RE	Da	te Comple	eted:	11
Service .	REGATION	0022	MULTIPLE POINT PARIS	зн	ORGANIZA	TION				
Messiah	Lutheran C	hurch							13750	
Name								Co	ngregatio	n ID
Albuquer	que				NM	87112	-5513	<ul><li>U.S</li></ul>	. O Ca	nada
City				Sta	ate / Province	ZIP / P	ostal Code	(	Country	
Rocky Mo	ountain Synd	od	2E	ě.	1962	- 1				
Synod					Year Orga	-				
(7) (A)	ation - Organ				Large City (2	250,00	or more	)		
Type of M	nistry Site (s	elect o	ne)	- 38	Size of Commu	unity				
2. CONT	ACT INFOR	MATIC	<u>ON</u>		200					
Mailing Address:	11515 Lom	as Blv	d, NE							
City:	Albuquerqu	ie			State / NI	M	ZIP or	0/	112-5513	3
e-mail address		N1			☐ Province		Postal Co	1	/: <b>⊚</b> U.S	
Web site:	http://www.	messi	ahabq.org					]		
Phone:	(505) 299-3	3311	FAX: (505) 299-331	11	15					
Chairpers	on of Congr	regatio	n or Head of the Organ	nizat	ion (preferre	ed cont	act inform	nation)		
Name:	Darron Kni	ght								
Address:	1	****	· · · · · · · · · · · · · · · · · · ·							
City:					State /		ZIP or			T ()
e-mail	100000000000000000000000000000000000000				☐ Province ☐		Postal Co			
address								Country	/. <b>()</b> U.S	Canada
Day Phone:	( ) -		Evening ( ) -		Cell:	( )	H.C	FAX	()	
Chairpers	on of Call o	r Sear	ch Committee (prefe	errec	d contact inform	nation	)			
Name:	Brian Oste	rloh								
Address:			2000		1.5					
City:	-				State / Province		ZIP or Postal C		- Commen	
e-mail:								The Contraction of the Contraction	: • U.S	. O Canada
Day Phone:	1	2	Evening		Cell:				c: ( )	2

3. DEMOGRAPHICS						
Languages spoken	on /		In the surroundi community	ing		
Primary language: English			Eng	lish		
Second language:			Spa	nish		
Third language:						
Race / Ethnicity			157			
Largest Caucasian		90 %	Caucasi	ian	65 %	
Second Hispanic		10 %	Hispanio	С	35 %	
Third		0 %			0 %	
Fourth		0 %			0 %	
Gender comparison *  44 % 56 %  Male Female	Age distribution 19 years or younger		30 35 - 49	% 15 % 50 - 65	over 65	
			10-20-00-2-2-199	gregation or org	ganization. )	
Clergy	1	Secret	arial Suppo	ort 1		
Lay Rostered		Custo	Custodial Support 1			
Other Lay Professionals	1		Other			
Enter the follo	wing congre	egational in	formation			
Average weekly worship	attendance	51 - 150				
Average attendance in Chris	stian education	0 - 25				
Parish type:		Single site	Single site			
Indicate the dista	nce members liv	e from the chu	rch facilities		KO.	
1/2 mile or less	5 %	1 - 3 mi	les	40 %		
1/2 - 1 mile	10 %	More than	3 miles	45 %		
Community Type (Check any	that apply.)				105	
☐ Bedroom community	e or University	,	☐ Farming			
	☐ Inner C	City		☐ Mining / lo	ogging	
Ranching	1		⊠ Retiremer	- D. D. (1975)		

# 4. BUDGET OF THE CONGREGATION / ORGANIZATION

Last fiscal year :

2013

Total budget for the last fiscal year	\$140,000	Total debt of the congregation/ organization at the end of the last fiscal year	\$0
Mission Support to the ELCA / synod for the last fiscal year	\$7,629	Total savings, reserves, endowment at the end of the last fiscal year	\$30,778

# 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 <a href="www.elca.org/research">www.elca.org/research</a>) for your primary ZIP codes may be helpful.

See included Demographic Report

Leading Employers are Albuquerque Public Schools, Kirtland AFB, Sandia National Laboratories, University of New Mexico, Health Care, and City of Albuquerque.

#### 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.

See included Trend Report

The community has been stable over the past three to five years. Over a longer period of time, as new homes are being built at the perimeter of Albuquerque, the existing homes in the immediate area are approximately 50 years old and have become attactive to those with lower incomes such as first-time buyers and renters. The newer homes being built at the outskirts attract those with higher income and their proximity ranges from 3-10 miles away.

As with the entire nation, entertainment and social networking opportunities and Megachurch forms of worship have challenged the family church as the center of social interactions.

#### 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 <a href="www.elca.org/">www.elca.org/</a> research) may be helpful to you.)

The biggest growth has been in the Contemporary Service.

The growth and popularity of a Contemporary Worship service has caused some to feel that we have become two families rather than one.

Renewal of interest in community outreach.

Recent growth in the activity of junior high youth.

## **Programs**

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

Worship: Sunday contemporary and traditional services; Lenten Midweek services, Christmas Eve Service Outreach: Community "Trunk or Treat" -- passing out treats on Oct 30th evening; Annual Community Clothes Swap; Community Easter Egg hunt for youngsters; Messiah Lutheran Church Women's (MLCW) "Sew and Share", Food Bank Collections, and Mitten Tree; Christmas Tree Gift Giving; ELCA World Hunger Giving; "Care Bags" for the homeless, Occassional Mission/Retreat Adventures

Education: Youth and Adult Sunday School; Confirmation; Midweek Daytime Bible Study; Monthly MLCW Bible Study; Vacation Bible School; Monthly "Theology on Tap" -- discussing Christian topics at a local eating establishment over dinner and a beverage of choice.

Fellowship: Congregational Care Committee hosting social and life celebration events; group movies; Rally Day; Monthly Buildings and Grounds Cleanup Days; Special Projects

#### Goals

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

Goals - A strategic plan was reviewed and approved by a meeting of the congregation on April 5 that included further development of the following activities for individual growth: Messiah Men in Mission - develop a worship/study opportunity for male members of the congregation/visitors; 5th" Sunday worship - develop worship opportunities focused on specific topics (e.g., mission, service) and would include a social component (pot luck/picnic/other) to encourage interactions between the attendees of the two services; Middle School Youth - establish program options for this group similar to the city-wide Jesus Christ Disciple Core for the high school youth; Small group dinners - identify opportunities for increasing social interactions among Messiah members

# Energy

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

There is currently much optimism throughout the church membership as we go forward with the process of formally identifying our strengths, weaknesses and desires for the future of Messiah. The various opportunities for worship (including taking communion to those unable to attend services), social activities separate from worship, and quarterly community outreach programs provide Messiah members various outlets for their desire to share God's love. There is continual discussion regarding new outreach programs we might investigate. Our eight confirmands are a blessing to a church with an older population. There is great excitement regarding our first annual community Easter egg hunt this year. This joins our annual outreach programs of summer clothing swap meet (no money involved), providing backpacks and school supplies to various elementary schools in our immediate neighborhood, and the new Trunk or Treat Halloween program we started last year. Each of the ongoing activities is very well attended by the community and very well supported by Messiah members.

## 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?

Partnership - Messiah members are active participants in a number of community activities. Some of these include:

Lutheran Advocacy Mission; Campus Ministry; Jesus Christ Disciple Corp - the city-wide Lutheran high school youth program - co-leader; Semi-annual meetings of the Northern NM Lutheran churches; Annual Synod Assembly - annual voting members; NM Conference of Churches; Rocky Mountain Synod WELCA; Santa Fe County Emergency Food and Shelter Program; Church Women United

# 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 LOT LIKE US	
We tend to be formal and programmatic.	0	0	0	•	We tend to be informal and spontaneous.
We have clearly defined goals and plans for our future.	0	•	0	0	We have no stated goals or plans.
We are racially and economically diverse.	0	0	0	•	We are demographically homogeneous.

## **OUR LEADERSHIP STYLE**

	A LOT LIKE US	A LITTLE LIKE US	A LITTLE LIKE US		
We welcome ideas that are provoking and challenging.	0	0	0	•	We prefer ideas that are tried and true.
We rely on our leaders for direction.	0	0	0	•	We rely on group decision-making.
We have learned how to use conflict constructively.	0	0	0	•	We tend to perceive conflict as something destructive

#### **OUR PROGRAMMING**

		A LITTLE LIKE US			
Our facilities are often used by community groups.	0	•	0	0	Our facilities are only used for our activities.
We train people to minister outside our walls.	0	0	•	0	We train people to minister inside our walls.
We focus on ideas and beliefs.	0	•	0	0	We focus on skills and action.

# **OUR THEOLOGICAL PERSPECTIVE**

	A LOT LIKE US	A LITTLE LIKE US	A LITTLE LIKE US		
We are obviously Lutheran in identity and practice.	0	0	•	0	We are less obvious about our Lutheran heritage.
We participate in synod and ELCA activities.	0	•	0	0	We are not very active in the synod and ELCA.
We focus on Biblical studies and doctrine.	0	•	0	0	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.)

The Congregation at Messiah Lutheran Church feels that our mission is to care for and serve those that are not only members of our church, but also members of our community.

We are a small church family that feels it very important to focus on each other and to develop a sense of family within. We recognize that, with the need to make changes in our dynamics, we have differences in opinion and therefore, have been experiencing difficulties in relationships. Like a family, we are choosing to work out our differences, rather than to turn our backs and hope they "go away". We have made great progress. The members of our congregation have emphasized the strong importance of outreach into our community, and have been coming together in these efforts. We have been developing programs that can be all inclusive, and allows for participation by anyone in the congregation that desires to participate. This is a means to take care of ourselves and to serve others at the same time. Working together brings people closer, as does including everyone.

We have been working on a new mission statement, and it will be something similar to: "Caring for and Serving others so all may share in God's Love".

# 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 Congregation is comprised of members that come from completely diverse backgrounds. We have highly skilled professionals, school teachers, stay at home parents and more. We have retired members and working members. Some have more time to commit to our efforts than others. Similarly, some are in better position to contribute financially than others. One of the gifts in our congregation is that of creativity. We have a group that meets twice a month to create beautiful quilts for the needy. We also have the generosity of giving. We do several charitable projects throughout the year, and the giving is always there. We all seem to understand how important it is to recognize the needs of those who are not as fortunate as us. Kindness and Generosity is a gift. We also have several people with many ideas and are willing to put in the time to make them successful. We have developed ways to serve large numbers of the community through our annual Trunk or Treat event, and will hold a Community East Egg Hunt/Community social. New ideas are being suggested and being considered all the time.

Our biggest obstacle is that, as a small congregation, we have limited "human resources" to make all of our ideas a reality. As in most communities, you have the truly committed few, but could always use more help.

## 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?

The Mission of Messiah Lutheran Church is caring for and serving others so that all may share in God's love.

# Top Three Mission Priorities:

- Expanding Bible Study and Christian Education/Sunday School
- Increasing our Community Outreach
- Building community among members of the two Sunday worship services that will improve communication, foster inclusiveness, increase participation and reduce misunderstandings that lead to conflict.

# 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.

Established family congregation in the Northeast Heights section of Albuquerque, New Mexico, in a primarily mature residential neighborhood. Main focus areas are Sunday Worship, Christian education, and social outreach. We seek a solo pastor who will lead us, nurture us, and teach us to be successful in these areas.

# 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 Bis	shop	
Name:	James Gonia	
Synod	Rocky Mountain Synod 2E	
Day Phone:	Evening ( ) - Cell: ( ) -	FAX:
e-mail:		
Someone fro	m inside the congregation or organization	
Name:	Ron Kulju	
Organization and Title	Messiah Lutheran Church Transition Team Chair/Council Vice Presiden	t
Day Phone:	Evening Phone Cell:	FAX: ( ) -
e-mail:	Thore	
reserves nel	om outside the congregation or organization	
Name:	Steve McHenry	
Organization and Title	Associate Merriber	
Day Phone:	Evening Cell:	FAX: ( ) -
e-mail:	Visite Control of the	
A member of	f the ELCA clergy roster	
Name:	The Rev. Anne Morawski	
Organization and Title	Campus Pastor at Lutheran Campus Ministry at UNM and CNM	
Day	Evening Cell:	FAX: ( ) -
Phone: e-mail:	Phone	
C-IIIdii.		
Anyone else	who knows your setting well	
Name:	The Rev. Thomas Anderson	
Organization and Title		
Day Phone:	Evening ( ) - Cell: ( ) -	FAX: ( ) -
e-mail:	Fliorie	

# PART III: LEADERSHIP NEEDS

Use this section to describe both the gifts for minstry 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) □ Diaconal Minister ☐ Associate in Ministry Deaconess ☐ In Candidacy / First Call This ministry position is: Position type: (Select the most descriptive option) Full time Solo Pastor Education: (Select the minimum level of education required) Master's Degree (seminary or graduate school) Language (proficiencies preferred) Proficiency | Fluent Primary language: English Second language: Proficiency Third language: Proficiency Experience: (Select all you would consider for this position) 11. TOP FIVE MINISTRY TASKS (Select the five most critical tasks required in this position.) Administration □ Building a Sense of Community ☐ Campus / Young Adult Ministry ☐ Christian Education Chaplaincy ☐ Children's Ministry □ Communications / Media ☐ Community Organizing ☐ Conflict Management □ Counseling / Social Work ☐ Early Childhood Administration ☐ Ecumenical Work □ Evangelism / Mission ☐ Financial Management ☐ Global Service ☐ Innovation / Creativity ☐ Interim Ministry ☐ Inter-personal Climate ☐ Ministry in Crisis ☐ Ministry in Daily Life ☐ Ministry with Seniors Multicultural Ministry ☐ Music / Worship / Arts ☐ Outdoor / Camping Ministry ☐ Parish Nurse / Health ☐ Participant in the Larger Church Pastoral Care and Visitation ☑ Preaching / Worship Leadership ☐ Public Policy / Advocacy ☐ Recruit and Equip Leaders ☐ Self Care / Family Life ☐ Small Group Ministry Social Ministry Spiritual Formation / Direction ☐ Stewardship Strategic Mission Planning ☐ Teaching ☐ Volunteer Coordination ☐ 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	Our new leader needs to be able to	Very Helpful
•	Help people develop their spiritual life.	0
0	Help people understand and act upon issues of social justice	0
0	Provide care and nurture.	•
0	Be active in visitation of members and non-members.	0
0	Be effective in working with children.	•
•	Build a sense of community among the people with whom he/she works.	0
0	Help others develop their leadership abilities and skills for ministry.	0
0	Be an effective administrator.	0
•	Be an effective communicator.	0
0	Be an effective teacher.	•
0	Encourage support of the Church's wider mission.	0
0	Work regularly in the development of stewardship growth.	0
0	Be active in ecumenical relationships.	0
0	Be effective in working with youth.	•
0	Organize people for community action.	0
0	Be skilled in planning and leading programs.	0
0	Have a strong commitment and loyalty to the Lutheran Church.	0
0	Understand and interpret the mission of the Church from a global perspective.	0
0	Deal effectively with conflict.	•
•	Bring joy and good humor to relationships.	0
•	Be able to share leadership and work in a team.	0
0	Be creative and innovative about his or her tasks.	0
0	Be able to use technology and media.	0
0	Appreciate cultural diversity in language and customs.	0
0	Have talents in the areas of music, arts and writing.	0

42 MIITHAL EVDECTATI	IONS		
	areas of activ	ty or focus that you wish your newly-c er ministry at this congregation or org	
A. Bible study and Christia	n education/S	unday School	
B. Building community am	ong member	of the two Sunday Worship Services	
C. Address and mediate c	onflict/disagre	ement among members	
D. Develop a lay team to a	ssist/support	the care ministry (including home con	nmunion)
E. Visit with Messiah men	nbers/families	in settings other than Sunday Worshi	р
		on / organization will support and encomplish these responsibilities:	urage the rostered leader during the
A. Congregation will comm	nunicate clea	ly and effecitively,	
B. Allow the leader to shap	oe worship,		
C. Live out our core values	s (sense of fa	mily, welcoming, inclusiveness),	
D. Be involved, support ac	tively, and		
E. Be open to new leader's	s ideas and s	iggestions.	
Compensation is described the case of clergy, Defined value of a parsonage,) Soc	I by the ELCA Compensation ial Security To button below	ilable for the "Defined Compensation" Board of Pensions as the gross cash n includes any housing allowance (wh ax offset, and/or furnishings allowance to access the ELCA Board of Pension pensation.	n salary paid to the staff member. In hether in cash or the annual cash e if paid directly to the staff member.
Parsonage	○ Yes ⊚ 1	lo (If yes, include the annual dollar value	ue in the "Defined Compensation" below)
Social Security Tax offset	Yes ○ I	(If yes, include the annual dollar value	ue in the "Defined Compensation" below)
The <u>maximum</u> amount a	vailable \$60	,000 - \$65,000	

# 15. BENEFITS

The ELCA Board of Pensions has complete information about the benefits program of the church at <a href="https://www.elcabop.org">www.elcabop.org</a> including online calculators to help you estimate costs.

 Pension
 ● Yes ○ No

 Medical
 ● Yes ○ No

for Defined Compensation

Vacation weeks:

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

4 weeks

Sabbatical Policy	O Yes   ● No	
Parental Leave Policy	Yes ○ No	
Are Background Checks required?	● Yes ○ No (Recomended	for all paid staff and key volunteers. )
16. PROFESSIONAL EXPENSES		
Auto / travel reimbursement ( Recomended: Auto reimbursement at	● Yes ○ No the IRS business mileage rate for a	actual miles driven. )
Professional Expense account	Yes ○ No	
( A reimbursement account for profess	ional expenses - books, publications	s, memberships, vestments, uniforms and the like.)
Continuing Education	Yes ○ No	
( Recommended: Two weeks per year rostered leader, funds to be held in a s		gation or organization and \$300 per year from the
First Call Theological Education	● Yes ○ No	
( Recommended: Meeting synod expeand continuing education time.)	ectations for First Call rostered leade	rs to participate in FCTE, including financial support
Comments		
Please offer any comment or explan		n package, especially as it compares to
synodical recommendations or guide We have granted paternal leave to		watasa
We've never been asked to conside	er a sabattical, therefore we have	e no policy.
17. OTHER SUPPORTING RESO	URCES	
Are you able to supply the following	items, if requested?	
Mission and Vision statement of the		
	e congregation or organization	
Printed history of the congregation	10 - 10 - 1 <del>0</del> - 10 - <del>1</del> 0 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -	<ul><li>Yes ○ No</li><li>Yes ○ No</li></ul>
Printed history of the congregation Strategic Plan: Goals and Objective	or organization	4 2000 1 Section 1 2000 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
	or organization	
Strategic Plan: Goals and Objective	or organization	<ul><li>Yes ○ No</li><li>Yes ○ No</li></ul>
Strategic Plan: Goals and Objective Budget	or organization es	<ul><li>Yes ○ No</li><li>Yes ○ No</li><li>Yes ○ No</li></ul>

# 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.

The core values of Messiah Lutheran Church are:

- A sense of family we nurture and support each member of our church family.
- Welcome we welcome all to join our church family.
- Inclusiveness we honor the gifts that each person brings to our church family.

We are pleased with the results of our strategic planning conducted during this time of transition. It is undoubtedly the desire of this church to be involved in community outreach. We have the desire, but we need encouragement, training, and creative thinking to achieve our goals.

In the immediate neighborhood, there is tremendous opportunity to attract unchurched families. We are eager to develop outreach programs for this underserved community.

Messiah Lutheran Church recognizes and abides by ELCA guidance that it is the Pastor's perogative to determine whom to marry in his or her church, whether it be heterosexual or gay/lesbian unions.

Messiah Lutheran Church respects the privacy and family life balance for our Pastor. We place no expectations on the Pastor's family members' levels of participation.

## 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)

A Transtion Team comprised of six members of the congregation and the Interim Pastor was formed. The Congregation Council hired Rich Nelson, a professional strategic planner and ELCA member to help facilitate 3 congregation-wide meetings conducted to discern the personality and desires of the congregation. Mr. Nelson helped us to quickly reach consensus on subjective elements of the Profile. Two ad hoc were commissione to fto dig deeper into two areas. The ministry gifts and minstry tasks sections were discerned by congregational survey followed by discussion at a congregation-wide meeting. Profile required Council approval.

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

05/08/2014

#### 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:	The Rev. Sarah Moening
Title	Synod Minister for Deepened Discipleship
e-mail:	
Office Phone:	☐ 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:	The Rev. Tim Orlowski			
Day Phone:	Evening Phone	Cell:	FAX:	
e-mail:				

<u>Finished!</u> 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 and click on "Access Account" to download your Reference Recommendation and Seven Reflections forms.