

# CHURCH PROFILE FORM

Reformed Church in America



## Introduction

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The Reformed Church in America's Office of Ministry Services provides information and services to ordained ministers who are seeking a call and churches who are seeking ordained ministers. It does not recommend any particular candidate or church but instead serves as a resource to both.

For further information, or if you have questions or problems while completing this form, please contact Ministry Services at [ministryservices@rca.org](mailto:ministryservices@rca.org) or 212-870-3252.

### Helpful Hints for this form...

- ❖ To move to the next field, hit TAB.
- ❖ To move the cursor to a desired field, left click on it with the mouse.
- ❖ To mark (x) in a box, left click with mouse.
- ❖ Hitting ENTER will move the cursor to the next line but keep you in the same field (essay questions)
- ❖ Spell check is not available in this format.
- ❖ Bold, italics and underline are not available in this format--use quotation marks instead for emphasis.
- ❖ The form will "paginate" itself as you complete it.
- ❖ If at any time you cannot include information important to you because of the "form field", please continue to complete the question on a separate page. Make sure to reference the question number!
- ❖ Please sign and return the **Release Statement** at the end of this form. You may scan it and email it as an attachment to [ministryservices@rca.org](mailto:ministryservices@rca.org).

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## Section A. Background Information

**Today's Date:** 11/13/2018

**Position to be filled:** Pastor

1. **Name of church:** Colonial Church of Bayside

2. **Web address:** colonialchurchofbayside.org

3. **Mailing address:**

**54-02 217<sup>th</sup> Street**

**Street**

Oakland gardens, NY 11364

**City / State / Zip Code**

**Telephone:** (718) 224-3899

**E-Mail address:** office@colonialchurch.net

4. **Classis:** Queens

5. **Classis Supervisor:** John Chang

**Address:**

13258 Sanford Ave

**Street**

Flushing, NY -113551107

**City / State / Zip Code**

**Telephone:** (917) 817-3623

**E-Mail address:** johnchchang@gmail.com

6. **Chair of search committee:** Kevin Huang

**Address:**

219-50 Peck Ave

**Street**

Hollis Hills, NY 11427

**City / State / Zip Code**

**Telephone:** (646) 318-1682

**E-Mail address:** kevincklm@yahoo.com

7. **Membership:**

<b>Time of worship</b>	<b>Five years ago</b>	<b>Today</b>
<b>Active Confessing Members</b>	70	60
<b>Inactive Confessing Members</b>	7	3

**Comment on significant changes:**

To be discussed in person



**Age of all active members (baptized and confessing)**

<b>8 %</b>	<b>0-20 years old</b>
<b>0 %</b>	<b>20-34 years old</b>
<b>15 %</b>	<b>35-49 years old</b>
<b>30 %</b>	<b>50-64 years old</b>
<b>42 %</b>	<b>65 years and older</b>

**8. Racial/Ethnic composition of congregation:**

<b>15 %</b>	<b>African American</b>
<b>27 %</b>	<b>Asian</b>
<b>36 %</b>	<b>Caucasian</b>
<b>20 %</b>	<b>Hispanic</b>
<b>2 %</b>	<b>Other: (please specify)</b>

**9. Worship schedule:**

**Average Attendance (includes adults and children)**

<b>Time of worship</b>	<b>Average attendance Five years ago</b>	<b>Average attendance Today</b>
<b>10:30 am</b> <input checked="" type="checkbox"/> <b>pm</b> <input type="checkbox"/>	71	50
<b>am</b> <input type="checkbox"/> <b>pm</b> <input type="checkbox"/>		

**Comment on significant changes:** We are a church in transition who had a short term pastor leave abruptly. We have had an interim minister since September 2017

**10. Describe a typical worship service (order of worship, music, etc.) What is your congregation's preferred style or styles of worship? Attach a bulletin, if available.**

See attached bulletin

11. **Financial Information: Attach a copy most recent Consistorial Report and Annual Budget if available.**

	Five Years Ago	Today
<b>Total RCA related contributions</b>	\$4100	\$5362
<b>Total other contributions</b>	\$2000	\$3000

**Percentage of total budget contributed by living donors:**

<b>100-90 %</b>	<input type="checkbox"/>
<b>75-89 %</b>	<input type="checkbox"/>
<b>60-74 %</b>	<input type="checkbox"/>
<b>45-59 %</b>	<input type="checkbox"/>
<b>44 % or less</b>	<input checked="" type="checkbox"/>

*(Please include a copy of your annual budget)*

12. **Congregational Giving:**  
**Number of those whose annual contribution is:**

<b>Less than \$500</b>	24
<b>\$501- \$1,500</b>	18
<b>\$1,501- \$2,500</b>	8
<b>\$2,501-\$3,500</b>	10
<b>Greater than \$3,500</b>	8

13. **Financial assistance: Do you receive financial assistance beyond the congregation? (rents, etc.)** Yes ☐ No ☐

**If yes, amount received last year: \$ 309,382**

**List other fundraising programs that support the church:**

Nursery School

ATT Wireless

East West Church of New York

Grants from Synod of New York

**14. Church/Sunday School:  
Average Attendance**

Average attendance Five years ago	Average attendance Today
71	50

**Comment on significant changes:**

It is unclear how this question is different from question 9. We have a very small Sunday School at present, about three children.

**15. Describe briefly all educational programs (including children, young adult, adult).**

Sunday School  
Three Bible Study groups  
Book Study group  
CLC/Ridder team

**16. Church groups/organizations: Briefly describe ministry purpose of each group.  
(use separate sheet if necessary)**

Name of group	Frequency of Meeting (i.e. weekly, bi-monthly, etc)	Attendance
Book Study	weekly	10
Praise team	weekly	5/12
CLC/Ridder	monthly	7
Consistory	monthly	6

**17. Comment on one event or experience over the last year that has significantly contributed to the spiritual life of the congregation.**

There have been events and activities but none of them have contributed significantly to the spiritual life of the congregation.

**18. Buildings: Please describe church-owned or rented buildings and purpose.**

Sanctuary & Social Hall - worship, fellowship, nursery school and Christian education programs  
Christian Education - Nursery School as well as church activities.  
Parsonage -  
Theatre/Gym - used by various groups.

**19. Do you plan any capital expenditure during the next five years? Yes ☐ No ☒**  
**If yes, please explain briefly:**

20. Is there a mortgage indebtedness? Yes ☒ No ☐

Amount: \$ 99,000

Of how long standing? Three years

**Annual rate of repayment** This is an RCA Growth Fund loan. We have included supplemental principle payments in addition to the monthly requirement

21. Pastor's study:

In church ☒ in parsonage ☐ Other ☐ Not Provided ☐

22. List all paid staff in addition to the pastor:

Position	
Music Director	Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/>
Administrator	Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/>
Secretary	Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/>
Custodian	Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/>
Nursery School Director	Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/>
Nursery School teachers	Full time <input type="checkbox"/> Part time <input checked="" type="checkbox"/>
	Full time <input type="checkbox"/> Part time <input type="checkbox"/>
	Full time <input type="checkbox"/> Part time <input type="checkbox"/>
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	Full time <input type="checkbox"/> Part time <input type="checkbox"/>
	Full time <input type="checkbox"/> Part time <input type="checkbox"/>

23. Consistory Membership: What method is used in selecting members?

Nominating Committee consults with congregants for candidates. Potential elders and deacons are interviewed around spiritual gifts, commitment, and spiritual maturity. The Nominating Committee suggests a slate for the annual congregational meeting that is approved by Consistory and presented to the congregation.

Please list present Consistory members ( Put a check in the box where appropriate:

Elder	Deacon	Male	Female	Occupation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Seminarian
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	City of NY administrator
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Teacher
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Teaching assistant
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	retired
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	retired
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	



**24. What leadership roles do women currently fill in your church?**

Elder, Deacon, Nominating Committee Chair, Treasurer, Administrator, Nursery  
School Director

**25. In our congregation...(please check appropriate box)**

	Few have...	Many have...	Most have...
Had up to twelve years of formal education	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Had some education beyond high school	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A college degree	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A graduate degree	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**26. In our congregation...(please check a box)**

	Few are...	Many are...	Most are...
Scientists & Engineers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Farmers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business People	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Students & Teachers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Industrial Workers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Office Workers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other: retirees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**27. Special training/experience desired: (Describe briefly)**

Spiritual motivator who can also provide spiritual guidance.  
Interpersonal skills for a multigenerational and multicultural congregation.  
Being effective as pastor and teacher.  
Provide pastoral care and pastoral counseling.  
Willingness to work with the Churches Learning Change (CLC) Team

**28. Languages:**

Should your pastor be fluent in any language other than English?

Yes ☐ No ☒ If yes, please explain.

**29. The salary we are prepared to offer our new pastor is \$ Negotiable.**

The average annual increase to our pastor over the past three years was \$NA

**30. Is a parsonage provided? Yes ☒ No ☐**

If so, is it on site with the church? Yes ☒ No ☐

If the parsonage is not on site with the church, how far from the church is it located?

**31. Is a Minister's housing allowance in lieu of a parsonage a negotiable option?**

Yes ☒ No ☐

**32. The benefits/business expenses we will provide our pastor are:**  
**(Please check those provided or give amount as requested.)**

<b>Base Salary</b>	<b>\$</b>
<b>Housing Allowance</b>	<b>\$</b>
<b>Parsonage provided?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>Travel Reimbursement</b>	<b>\$</b>
<b>Social Security (Amount)</b>	<b>\$</b>
<b>Book Allowance (Amount)</b>	<b>\$</b>
<b>Continuing Education Allowance (Amount)</b>	<b>\$</b>
<b>Provision for Sabbatical</b>	<b>\$</b>
<b>Other (Specify Below)</b>	<b>\$</b>
<b>TOTAL</b>	<b>\$</b>

Yes ☐ No ☐ Retirement  
 Yes ☐ No ☐ Major Medical Insurance  
 Yes ☐ No ☐ Health/Hospital Insurance  
 Yes ☐ No ☐ Life Insurance  
 Yes ☐ No ☐ Dental Insurance  
 Yes ☐ No ☐ Unemployment Insurance  
 Yes ☐ No ☐ Disability Insurance

**Annual Vacation (Number of Weeks)**

**Necessary Comments regarding above:** Compensation and vacation will be negotiated ad hoc for the minister whom God calls



**33. Community served: (please check one)**

Rural: Under 2,500	<input type="checkbox"/>
Town: 2,500-9,999	<input type="checkbox"/>
Small City: 10,000-49,000	<input type="checkbox"/>
Metropolitan-Suburban: 50,000+	<input type="checkbox"/>
Metropolitan-Urban: 50,000+	<input checked="" type="checkbox"/>
Metropolitan-Inner City: 50,000+	<input type="checkbox"/>
Other:	<input type="checkbox"/>

**34. Cooperative ministry: In what ways have you cooperated with other churches in your community during the past year?**

With East West Church of New York, organized a bus trip to The Bible Museum in Washington, DC

**35. Community involvement: In what community programs or projects have you participated during the past year? (As an organization, not as individuals.)**

**Bayside Hills Civic Assn**  
The Providence House & Queensboro Pregnancy Center  
Queens Federation of Churches

**36. What denominations or religions are present within three miles (in rural areas, consider the county) where your church is located?**

**Asian independent churches**  
Catholic, Baptist, Lutheran, Methodist, Presbyterian, Episcopal, Quaker  
Mormon stakes, Buddhist temples, Islamic mosques

**37. Outreach: What is your strategy to reach un-churched people in your community?**

**Personal invitation**  
Service to the community, as in our Nursery School  
Events such as our current two concerts

**38. The income level of the people in our congregation tends to be: (please check one)**

<input checked="" type="checkbox"/>	About average for our community
<input type="checkbox"/>	Somewhat below the rest of the community
<input type="checkbox"/>	Somewhat higher than the rest of the community

**39. Describe the community and school system: (Provide website links were appropriate.)**

**Relatively comfortable middle class**

**Mostly one and two family homes with a few apartment buildings**

**Quiet neighborhood**

**Best schools in New York City. NYC Public School District 26**

**<http://schools.nyc.gov/SchoolPortals/26/Q203/default.htm>**

**<http://queens.about.com/od/neighborhoods/p/bayside.htm>**

**40. Record of last three pastors:**

<b>Name</b>	<b>Dates</b>
Dan Turis	4/15 to 2/17
Jack Donohue	10/05 to 6/14
Anthony DiCostanza	4/01 to 10/05

**41. Please complete your profile with the following contacts:**

<b>Name</b>	
Kevin Huang	<b>Vice President, Consistory</b>
<b>John Chang</b>	<b>Classis Supervisor</b>

## **Section B. Reflections**

**Please answer the following questions, adding your own experiences where appropriate.**

**1) What is the stated mission, vision or purpose of your congregation?**

Purpose:

Reaching UP through worship and prayer

Reaching DOWN through Ministry

Reaching IN through Discipleship

Reaching OUT through Mission

Reaching AROUND through Fellowship

**2) What goals have been developed from your mission and vision over the next 5 years? ( Example new programs or outreach ministries.) Include long range or strategic plan.**

Like all Christian families, we have Christian commitments, values, standards, and principles by which we live. As needs arise, we develop responses, some of them programmatic. But we do not, as a congregation, act like a business developing goals and strategic plans.

**3) Describe the strengths of your church, the best of what you are as a community, and what you can offer a new pastor.**

Colonial Church of Bayside is a warm, diverse community of believers; We respect the authority of the Bible. We believe we are receptive and supportive, open to change as the Spirit leads.

**4) Explain the strategies or ideas that most excite your church in becoming or remaining missional.**

We are committed to being a witness to Christ in Bayside

**5) Name three of your church's most passionate hopes and why they are significant.**

1. To be a Praying people. Significant because prayer is the primary way humans encounter God.
2. To be a witnessing people. Significant because it is the clear demand of Jesus upon the Church.
3. To be a church with all ages present, from infants to seniors. Significant because all relationships nurture our relationship with God.

**6) How do you hope someone who visits your church would describe what s/he considers to be most important?**

Meet Christ through us - that all visitors would hear the Word of God in ways that reach their souls.

**7) Name at least one challenge facing your new pastor.**

To be a pastor who loves us as we are now and teaches in ways that can be grasped and used by us so that we may grow in Christ.

**8) Describe your vision and hopes for your church and your pastor over the next 5 years.**

That the pastor will help us be a praying church and help us go deeper into God's Word.

**9) Explain what ever else you would like your potential pastor to know about your church.**

Change is gradual for all groups of people. Though life has been challenging for us in recent years, we are confident that our worship and witness have been and will be blessed by God. We are a group of people who are truly committed to serving God and discovering how best we can do that in Bayside.

Reformed Church in America  
Office of Ministry Services

**Release Statement**

(Full Church Name)

**We, The Colonial Church of Bayside, NY, acknowledge that the information in this Church Profile is accurate and complete. We authorize the Office of Ministry Services (OMS) to release this profile to designated recipient(s) seeking positions as ordained**

**Ministers of Word and Sacrament, including posting of this profile on the RCA website.**

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**Signature of Search Team Chairperson or Designated**

**Date**