

APPENDIX H

Congregation OTM Portfolio

Basic Information

Church Name:

Phone:

Address:

Email:

Position title:

Average Sunday Attendance:

Current status:

of Weekend Worship Services:

Receiving names until:

of Weekday Worship Services:

Order of Ministry:

of other services per month:

Compensation, Housing, and Benefits

Note: New Rector/PIC Full Compensation Package Full Details in LOA

Current Annual Compensation (includes all the following):

Cash Stipend: \$

Housing/Rectory: \$

Housing supplied for:

SECA: \$

Representing reimbursement of:

Utilities(if separate from housing figure): \$

Compensation available for New position: \$

Negotiable:

APPENDIX H (CONTINUED)

Congregation OTM Portfolio

Pension Plan: All congregations must be in compliance with CPF requirements.

Medical and Dental Insurance: (select one)

Clergy only	Clergy + 1	Full Family
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Continuing Education:

Time:

Budget:

Housing Equity Allowance in Budget:

Yes	\$	No
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Travel/Auto Account:

Yes:	\$	No
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Other Professional Account:

Yes:	\$	No
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Vacation Time:

Sabbatical Provision:

Connections

Worshipping community's website:

Media link:

Languages significantly represented:

References

Diocesan Bishop

Diocesan Transition Minister:

Wardens and other contacts

APPENDIX H (CONTINUED)

Congregation OTM Portfolio

Incumbent History & Church Schools

Name:	<input type="text"/>	Date Begun:	<input type="text"/>
Position Title:	<input type="text"/>	Date Ended:	<input type="text"/>
Name:	<input type="text"/>	Date Begun:	<input type="text"/>
Position Title:	<input type="text"/>	Date Ended:	<input type="text"/>
Name:	<input type="text"/>	Date Begun:	<input type="text"/>
Position Title:	<input type="text"/>	Date Ended:	<input type="text"/>

Church School:

# of Teachers/Leaders:	<input type="text"/>
# of Students:	<input type="text"/>

Day School:

# of Teachers:	<input type="text"/>
# of Students:	<input type="text"/>
Total Staff:	<input type="text"/>

APPENDIX H (CONTINUED)

Congregation OTM Portfolio

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 the following questions (**max 250 words each.**) You may answer in multiple languages, if appropriate. When completed and reviewed by Transition Ministry Team, send to Transition Office who will upload to OTM site.*

1. Describe a moment in your worshipping community's recent ministry which you recognized as one of success and fulfillment.
2. How are you preparing yourselves for the Church of the future?
3. Please provide 4–6 words (separated by commas) describing the gifts and skills essential to the future leaders of your worshipping community.
4. Describe your liturgical style and practice. If your community provides more than one type of worship service please describe all.
5. How do you practice incorporating others into ministry?
6. As a worshipping community, how do you care for your spiritual, emotional, and physical wellbeing?
7. How do you engage in pastoral care for those beyond your worshipping community?
8. Describe your worshipping community's involvement in either the wider Church or geographical region.
9. Tell about a ministry that your worshipping community has initiated in the past five years. Who can be contacted about this?
10. What is your practice of stewardship and how does it shape the life of your worshipping community?
11. What is your worshipping community's experience of conflict and how have you addressed it?
12. What is your experience leading/addressing change in the church? When has it gone well? When has it gone poorly? And what did you learn?