



**PRESBYTERIAN CHURCH (U.S.A.)  
CHURCH LEADERSHIP CONNECTION  
100 WITHERSPOON STREET  
LOUISVILLE, KY 40202-1396  
Toll Free 1-888-728-7228 ext. 8550  
Fax # (502) 569-5870  
www.pcusa.org/clc**

### MINISTRY INFORMATION FORM

Ministry ID 00755

Ministry Name First Presbyterian Church of Berkeley

Mailing Address 2407 Dana Street

City Berkeley State CA Zip Code 94704-2295

Telephone Number (510) 848-6242 Fax Number (510) 848-3118

Email pnc@fpcberkeley.org

Web site www.fpcberkeley.org

#### Congregation or Organization Size(Select one)

- Under 100 members
- 101 - 250 members
- 251 - 400 members
- 401 - 650 members
- 651 - 1000 members
- 1001 - 1500 members
- More than 1500 members
- N/A

Average Worship Attendance 643



Church School Attendance 202

Church School Curriculum Godly Play (K-4)

Check if certified as eligible for participation in the Seminary Debt Assistance Program

**Ethnic Composition Of Congregation** *(in whole %):*  
*Enter the percentage of each racial ethnic component of your congregation.*

- American Indian or Alaska Native
- 20% Asian
- 2% Black or African American (African Native, Caribbean)
- 2% Hispanic Latino/Latina, Spanish
- Middle Eastern
- Native Hawaiian or Other Pacific Islander
- 72% White
- Other 4%

Presbytery San Francisco Presbytery Synod Synod of the Pacific

**Community Type (select one)**

- |                                     |                                     |   |
|-------------------------------------|-------------------------------------|---|
| <input type="checkbox"/> College    | <input type="checkbox"/> Rural      | <input type="checkbox"/> Suburban         |
| <input type="checkbox"/> Small City | <input type="checkbox"/> Town       | <input checked="" type="checkbox"/> Urban |
| <input type="checkbox"/> Village    | <input type="checkbox"/> Recreation | <input type="checkbox"/> Retirement       |
| <input type="checkbox"/> N/A        |                                     |   |

**Clerk of Session Contact Information:**

Name Mark Frisbie

Address ██████████

City ██████ State ██ Zip Code ██████

Preferred Phone ██████████ Alternate Phone ██████████

E-mail [clerk@fpcberkeley.org](mailto:clerk@fpcberkeley.org) FAX None



**\*Select below the position to be filled and the minimal number of years of experience required (e.g. no experience, first ordained call, up to 2 years, 2-5 years, 5-10 years, or above 10 years)**

<u>Years of Experience</u>	<u>Position Type</u>	<u>Years of Experience</u>	<u>Position Type</u>
	Solo Pastor		General Assembly Staff
5 or more	Head of Staff (Multi-staff Pastor, who supervised two teaching elders and other staff)		Church Business Administrator
	Head of Staff (supervised one teaching elder and other staff)		Executive Director
	Associate Pastor (Christian Education)		Director of Music (non-ordained)
	Associate Pastor (Youth)		Minister of Music (ordained)
	Associate Pastor (Other)		Mission Co-worker (International)
	Pastor (Church Planter, New Worshipping Community)		Christian Educator (Certified)
	Pastor (Transformation/Redevelopment)		Christian Educator (non-certified)
	Pastor Interim		Administrator
	Pastor ( for a designated term)		Funds Developer
	Pastor (Other Temporary i.e., Supply, Student)		Finance Manager
	Pastor, yoked/parish		Media Specialist
	Co-pastor		Communicator
	Executive Pastor		Coordinator
	Evangelist or Mission Pastor		Youth Director (non-ordained)
	Bi-vocational/Tentmaker		Other
	Chaplain		
	Pastoral Counselor		
	College/Seminary Faculty		
	Seminary Staff		
	Campus Ministry		
	General Presbyter/Executive Presbyter Presbytery Leader		
	Stated Clerk (Presbytery)		
	Synod Executive		
	Mid-Council Program Staff		



You may also specify the position title (if appropriate) Pastor and Head of Staff

**\*Employment Status**

Full Time                       Part Time                       Open to Either  
 Bi-vocational (able to provide employment through outside partnership)

**Is this a yoked congregation?**  No                       Yes

(If yes, please complete the Yoked Congregation Detail Form.)

**Clergy Couple** (Are you open to a clergy couple?) Yes  No

**Certification/Training** (check below the desired certification or training needed for the position):

<b>Interim/Transitional Ministry Training</b>	<input type="checkbox"/>	<b>Interim Executive Presbyter Training</b>	<input type="checkbox"/>
<b>Certified Christian Educator</b>	<input type="checkbox"/>	<b>Certified Business Administrator</b>	<input type="checkbox"/>
<b>Certified Conflict Mediator</b>	<input type="checkbox"/>	<b>Clinical Pastoral Education Training</b>	<input type="checkbox"/>
<b>Other</b>	<input type="text"/>		

**Language Requirements**

<input checked="" type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Korean	<input type="checkbox"/> French
<input type="checkbox"/> Arabic	<input type="checkbox"/> Armenian	<input type="checkbox"/> Creole	<input type="checkbox"/> Portuguese
<input type="checkbox"/> Japanese	<input type="checkbox"/> Russian	<input type="checkbox"/> Swahili	<input type="checkbox"/> Burmese
<input type="checkbox"/> Cambodian	<input type="checkbox"/> Indonesian	<input type="checkbox"/> Laotian	<input type="checkbox"/> Thai
<input type="checkbox"/> Vietnamese	<input type="checkbox"/> Taiwanese	<input type="checkbox"/> Cantonese	<input type="checkbox"/> Mandarin Chinese
<input type="checkbox"/> Twi	<input type="checkbox"/> Sign Language	<input type="checkbox"/>	<input type="checkbox"/> Other

**Statement of Faith Required**  Yes                       No



## **Mission Statement**

What is your congregation's or organization's Mission Statement?

Adopted by the Session of the First Presbyterian Church of Berkeley on February 19, 2019:

*We are called by God,  
Transformed by grace,  
Strengthened in community.*

*Now go:  
Love concretely, even when it's risky  
Serve generously, whoever has need  
Pursue God's restoring justice,  
Confident that Christ is making all things new*



## NARRATIVE QUESTIONS

*(For each narrative question, please limit your responses to no more than 1500 characters including spaces and punctuation.)*

### **1. What is the congregation's or organization's vision for ministry? Additionally describe how this vision is lived out.**

Situated amidst major educational institutions, our vision for ministry is that God transforms us by grace to form a loving community, fortifies us with Gospel-centered preaching and worship, and empowers us to live boldly and serve humbly. As we receive God's redemptive grace, we seek to respond to Jesus' call to participate in his dynamic Gospel, which expands our hearts and minds, while joining together people of all backgrounds in Berkeley, the Bay Area, and the world.

This vision is connected to our past and hoped for future. In 1971 our church made the decision not to leave the contentious streets where rioters were breaking windows but, to live our Christian mission on this particular corner next to UC Berkeley. A new sanctuary was built with glass windows facing those streets so that we might be open and visible to the community. We maintained a vital witness to the Gospel at a time of great social and political change, and that call to Gospel witness continues today.

We seek to express this vision through inspired worship services and preaching which reach across generations and the Bay Area; in community groups and classes; in relationships with university students; as we serve with justice and mercy while caring for one another and communities undergoing transitions; and partnering with local organizations, including ministries on our campus, such as counseling services, a children's center, and a cafe which trains newly arrived immigrants in marketable skills.

### **2. How do you feel called to reach out to address the emerging needs of your community or constituency?**

Motivated by the conviction that each of us is created in the image of God and deeply loved, we seek, in turn, to love those around us, those inside and also those outside our doors. We seek a pastor who will love us through the cycles and seasons of life together. We hope for a pastor who loves Jesus and will preach and teach so that our love for Jesus grows, touching people within our community and outside of it. Our context isn't static, but changes in response to shifting economic, social, political, and demographic factors. Our church community celebrates the generations, including all ages, from babies to seniors; newcomers (students, professionals, immigrants, refugees, and more) and long-term residents; people with middle/upper class incomes as well as those who struggle to make ends meet; people who are healthy and those who experience acute and chronic health issues; and individuals from



a wide range of traditions and cultures. It is in the midst of this broad, varied, and shifting context that we seek to love and serve our neighbors through words and actions.

The Senior Pastor of First Pres Berkeley will help us engage proactively, creatively, and imaginatively in stimulating our “love to abound more and more in knowledge and depth of insight” (Phil 1:9). We seek to engage with our Pastor in thoughtful inquiry, responsive worship, and communal engagement with current events and social changes, while doing justice with our neighbors and participating in God’s work.

### **3. How will this position help you to reach your vision and mission goals?**

Our mission is to participate with God in the world. Our recently updated mission, as stated above, provides in simple and clear language a challenge to live out that mission in our context. Amidst the many issues, concerns, and voices that surround us, the Pastor will help us hear God’s voice, deepen our conviction in the boundless love of God, while strengthening our resolve to follow Jesus. Our next Senior Pastor will help reimagine worship, provide fresh, meaningful, and inspired preaching; facilitate deepened and culturally relevant teaching, and nurture and broaden church leadership—all in order to advance the call of God for us at this corner.

The Pastor, modeling our stated mission, will remind us of God’s gracious call to all of us to live in a community grounded in love, and will also empower staff and parishioners to carry out this mission in Berkeley and beyond. Our Pastor will energize us to follow Christ into his Kingdom in ways that attract others to Christ as we help build First Pres on the foundation of our mission, rich history, and existing and developing ministries. With prayer and hope, we anticipate our new pastor will participate in teaching the congregation to wisely and wholeheartedly embody the mission, while keeping focused and joyful in the midst of a dynamic and diverse context. We anticipate our Pastor will lead the community to be more reflective, creative, and authentic in expressing the love of Christ to all people in our neighborhood.

### **4. Provide a description of the characteristics needed by the person who is open to being called to this congregation and/or organization.**

*1. Spiritually mature and firmly Christ-centered:* Our Pastor will be comfortably self-aware, knowing deeply the love of God—while recognizing personal limitations—and able to extend the grace of God in Christ, with humility, honesty, integrity, compassion, and hope.

*2. Gifted preacher and skilled communicator:* Given our high value on the spoken word as a key part of worship and our rich heritage of gifted preaching, this person needs to be deeply biblically rooted, a student of culture and history, and able to communicate the Gospel in fresh, relevant language.



3. *A bridge-builder*: Our Pastor needs to have the wisdom to inspire us to fulfill our calling in the diverse community of the East Bay. The Pastor must be an innovative, flexible, and skillful change agent, displaying a seasoned cultural humility, harnessing conflict wisely, and delighting in diversity. Our next Pastor must be competent as an executive with experience in successfully managing a team of 20 or more staff/lay leaders. We expect commitment to collaboration and delegation, and an ability to empower others to use their gifts.

4. *A capable and seasoned administrator*: Our Pastor must have experience in hiring, training, and supervising individuals with demographic profiles that are different from those of the Pastor, be well versed in PCUSA governance, and be able to demonstrate a basic understanding of church finance and human resource management.

**5. For what specific tasks, assignments, and programs areas will this person have responsibility?**

If interested in receiving the job description, please email [pnc@fpcberkeley.org](mailto:pnc@fpcberkeley.org). (We encourage women and minorities to apply.)

1. Challenges from the pulpit

- Engages and teaches our diverse congregation.
- Preaches (at least 32 Sundays/year) with an exegetical methodology, intellectual rigor, and passion for the Gospel.
- Expands our conceptions, worldviews, and relationships.
- Models vulnerability and faith to church members from the pulpit and in the community.

2. Shepherds the staff

- Pastors and leads staff in personal and professional growth.
- Cultivates servant-leadership in the church.
- Builds a climate of collaboration, creativity, trust, and recognition.
- Supports the church in developing and sending leaders into the world.

3. Manages organizational infrastructure

- In consultation with Session and the Personnel Committee, identifies and implements areas for organizational improvement and growth, including regular accountability and assessment (quantitative and qualitative).
- Moderates Session.
- Leads financial stewardship strategy with Session, Stewardship committee, and staff.





#### 4. Connects to the community

- Strengthens our ministry to the University, the city and people of Berkeley, and the Bay Area, actively spreading our church's mission and vision.
- Builds relationships with local civic, nonprofit, and faith leaders to engage opportunities for compassion and healing.
- Represents our church in the San Francisco Presbytery.

#### **OPTIONAL LINKS**

Provide below any links to online information that may help call seekers understand your congregation or organization. (e.g. *organization or community websites, online newsletters, demographic information*) Please note the CLC system does not warehouse links. (Limit characters to 500)

Church Website: <http://www.fpcberkeley.org/>

Mission Study: <http://www.fpcberkeley.org/missionstudy.asp>



**\*LEADERSHIP COMPETENCIES**

(Select 10 leadership competencies from the list below that are required for the position.)

<b>THEOLOGICAL/SPIRITUAL INTERPRETER</b>			
	<b>Compassionate</b> – having the ability to suffer with others; being motivated by others pain and is called into action as advocate; is motivated by caring for others while concurrently keeping the organizational goals clearly in focus.		<b>Hopeful</b> – maintains stability in the moment and hope for the future; provides direction, guidance, and faith when describing basic needs; and helps followers to see a way through chaos and complexity.
X	<b>Preaching and Worship Leadership:</b> Is a consistently effective preacher and worship leader; is able to inspire from the pulpit; communicates a clear and consistent message through sermons that are carefully prepared and artfully delivered; projects the identity and character of the congregation through worship leadership presence.	X	<b>Spiritual Maturity:</b> Shows strong personal depth and spiritual grounding; demonstrates integrity by walking the talk and by responding with faithfulness of purpose; is seen by others as trustworthy and authentic; nurtures a rich spiritual life; seeks the wisdom and guidance of appropriate mentors; is able to articulate a clear and consistent theology.
	<b>Lifelong Learner</b> – individuals who use every experience in life as a potential tool for growth; one who pursues continuing education; and those who build on strengths and seek assistance to improve weaknesses.		<b>Teacher</b> – creates learning environments where students are active participants as individuals and as members of collaborative groups; designs lesson plans that teach concepts, facts, and theology; effectively uses multiple learning tools to reach a wide variety of learners; revises instructional strategies based upon ministry/organization context.
<b>COMMUNICATION</b>			
	<b>Communicator</b> - Advances the abilities of individuals and the organizations through active listening supported with meaningful oral and written presentation of information.		<b>Bilingual</b> – having the ability to use two languages, especially with equal or nearly equal fluency; able to use multiple languages in communication.
X	<b>Public Communicator</b> - Demonstrates a comfortable ease when speaking in a variety of settings (both small and large groups); is effective at addressing a variety of topics; can get messages across with the desired effect.		<b>Media Communicator:</b> Has experience developing materials for a variety of written or multimedia forms of communications (print, Internet-based, social media, etc.)
	<b>Technologically Savvy</b> - the ability to navigate successfully the world of technology using software, blogging, multi-media, and websites as tools for ministry.		
<b>ORGANIZATIONAL LEADERSHIP</b>			



	<b>Advisor</b> – an individual others turn to for counsel and guidance; provides coaching; expertise for congregations or other organizations.	x	<b>Change Agent</b> – having the ability to lead the change process successfully; anchoring the change in the congregation’s/organization’s vision and mission.
	<b>Contextualization</b> – the ability to assess accurately the context, environment, history, relationships and uniqueness of a congregation or organization.		<b>Culturally Proficient</b> – having solid understanding of the norms, values and common behaviors of various peoples, including direct experience working in multiple cultural and cross-cultural settings.
	<b>Externally Aware</b> - identifies and keeps informed of the polity of the church and/or the organization; maintains current with laws, regulations, policies, procedures, trends, and developments both internally and in the larger society.		<b>Entrepreneurial</b> - leaders that are creative in using resources; identifies opportunities to develop; is willing to take risks, initiates actions that involve a deliberate risk to achieve a recognized benefit or advantage.
	<b>Risk Taker</b> – persons with the ability to take appropriate risk to accomplish needed goals; one who thinks outside the box and who is not afraid of challenging the status-quo.		<b>Task Manager</b> - Assures that effective controls are developed and maintained to ensure the integrity of the organization; holds self and others accountable for rules and responsibilities; can be relied upon to ensure that projects within areas of specific responsibility are completed in a timely manner and within budget; and monitors and evaluates plans, focuses on results and measuring attainment of outcomes.
	<b>Willingness to Engage Conflict:</b> Steps up to conflicts, seeing them as opportunities; reads situations quickly; good at focused listening; can identify common ground and elicit cooperation from others in crafting mutual solutions.		<b>Decision Making:</b> Makes effective decisions, balancing analysis, wisdom, experience, and judgment; is aware of the long term implications of choices made; is generally regarded as offering solutions and suggestions that are correct and effective.
x	<b>Organizational Agility:</b> Is astute about how congregations and/or organizations work; knows how to get things done through formal and informal channels; understands the importance of supporting good policy, practice, and procedure; appreciates the power in the culture of a congregation; is politically savvy.	x	<b>Strategy and Vision:</b> Sees ahead clearly, keeping focused on the larger picture; can anticipate future consequences and trends accurately; is future oriented; casts a compelling and inspired vision for a preferred future; sees possibility; crafts breakthrough strategies.
	<b>Financial Manager</b> – deliver results by maximizing organizational effectiveness and sustainability through the best use of available financial resources; allocates and manages finances transparently; implements strategies to achieve operational efficiencies and value for money; puts in place rigorous and comprehensive financial accountability systems.		<b>Funds Developer</b> – maintains the ability to solicit donations used to fund the budget of the organization; effectively expresses the needs for funds to potential donors; responsible for adding new potential donors to the organization's contact list; prepares statement of planned activities and enlists support for mission initiatives.
x	<b>Collaboration:</b> Has a natural orientation toward getting people to work together; shares wins and successes; fosters open dialogue; lets people finish and be responsible for their work; creates strong feelings of belonging among group members; is a good judge of talent and can accurately assess the strengths and limitations of others.		



<b>INTERPERSONAL ENGAGEMENT</b>			
	<b>Interpersonal Engagement</b> - Displays a consistent ability to build solid relationships of trust and respect inside and outside of the organization; engage people, organizations, and partners in developing goals, executing plans, and delivering results; use negotiation skills and adaptability to encourage recognition of joint concerns, collaboration, and to influence the success of outcomes.	x	<b>Bridge Builder</b> – possessing a certain responsibility for the unity of the congregation and or organization; works to connect people of different cultures, worldviews, and theological positions.
x	<b>Motivator</b> - Creates and sustains an organizational culture which permits others to provide the quality of service essential to high performance. Enables others to acquire the tools and support they need to perform well; and influences others toward a spirit of service and meaningful contributions to mission accomplishment.	x	<b>Personal Resilience:</b> Learns from adversity and failure; picks up on the need to change personal, interpersonal, and leadership behaviors; deals well with ambiguity; copes effectively with change; can decide and act without having the total picture; comfortably handles risk and uncertainty; seeks feedback; expresses personal regret when appropriate
	<b>Initiative:</b> Demonstrates ambition is highly motivated; is action oriented and full of energy for things seen as challenging; seizes opportunity; pushes self and others to achieve desired results.		<b>Flexibility</b> - Adapts behavior and work methods in response to new information, changing conditions, unexpected obstacles, or ambiguity; remains open to new ideas and approaches; and works concurrently on related and conflicting priorities without losing focus or attention.
	<b>Self Differentiation:</b> Demonstrates strong and appropriate personal boundaries in relationships; has a healthy appreciation of self, without being egotistical; is emotionally mature; can maintain a less- anxious presence in the midst of turmoil; is not overly dependent upon outside affirmation; works to build a strong personal support system.		

**\*COMPENSATION AND HOUSING:** *A range is needed for matching purposes. The maximum salary is not published anywhere. Effective salary is cash salary plus housing allowance or manse value and other compensation considered “effective salary” by the Board of Pensions of the PC (U.S.A.)*

See Effective Salary Definition at [Board of Pensions](#).

Minimum *Effective* Salary \$ 140,000 \_\_\_\_\_

Maximum *Effective* Salary TBD \_\_\_\_\_

Housing Type \_\_\_\_\_ Manse

\_\_\_\_\_ Housing Allowance

x \_\_\_\_\_ Open To Either (Manse or Housing Allowance)

\_\_\_\_\_ Not Applicable (*For Non-pastoral Positions Only*)



### **\*EQUAL EMPLOYMENT OPPORTUNITY**

The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore, no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than stated in this Constitution. (F-1.0403)

Each Pastor Nominating committee and Search committee is expected to undertake its search for a Teaching Elder in a manner consistent with the good news that in the church "...as many of you as were baptized into Christ have put on Christ. There is neither Jew nor Greek, there is neither slave nor free, there is neither male nor female; for you are all one in Christ Jesus."

Has the Pastor Nominating Committee and Search Committee affirmed its intention to follow the Form of Government in this regard?

Yes

No

### **REFERENCES (Limit 3)**

**Below, please list three persons who know your congregation. You might list your Presbytery leadership, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.**

Name Tom Elson \_\_\_\_\_

Address [REDACTED] \_\_\_\_\_

Phone Numbers [REDACTED] \_\_\_\_\_

Relation Mission Pastor, Temporary Supply, First Pres Berkeley \_\_\_\_\_

E-mail tome@fpcbberkeley.org \_\_\_\_\_

Name Rick Leong \_\_\_\_\_

Address [REDACTED] \_\_\_\_\_

Phone Numbers [REDACTED] \_\_\_\_\_

Relation Member \_\_\_\_\_

E-mail likeke.leong@gmail.com \_\_\_\_\_



Name Bridget Satchwell  
Address [REDACTED]  
Phone Numbers [REDACTED]  
Relation Member, Former Director of Mission Outreach, First Pres Berkeley  
E-mail bridget.satchwell@gmail.com

**\*Pastor Nominating Committee/Search Committee Chairperson/Mid-council Search Committee Chairperson:**

Name Phillippe Daniel & Charlene Chong  
Address [REDACTED]  
City [REDACTED] State [REDACTED] Zip Code [REDACTED]  
Preferred Phone [REDACTED]  
Alternate Phone [REDACTED]  
E-mail Address for PNC Communications (required): pnc@fpcberkeley.org

**ENDORSEMENTS**

Pastor Nominating Committee/  
Search Committee \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Presbytery \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*