



Rev. 3/2004

PRESBYTERIAN CHURCH (U.S.A.)
CHURCH LEADERSHIP CONNECTION
100 WITHERSPOON STREET – MEZZANINE
LOUISVILLE, KY 40202-1396
Toll Free 1-888-728-7228 ext. 8550
Fax # (502) 569-5870 or (502) 569-8748
Web Address: http://www.pcusa.org/clc/

Church Information Form (Part I)

Church/Organization ID 22113

Church/Organization Name Decatur Presbyterian Church

Mailing Address 205 Sycamore Street

City Decatur State GA Zip Code 30030

Telephone Number 404-378-1777 Fax Number 404-378-1025

Email ydsearch@dpchurch.org

www Address www.dpchurch.org

Church Size (Select one)

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

Average Worship Attendance 348

Church School Attendance 250

Church School Curriculum Children-Exploring Faith, Workshop Rotation; Youth—Walk With Me, varied, Adults—varied

**Ethnic Composition Of Congregation (in %):**

Enter the percentage of each racial ethnic component of your congregation.

- 1% African American
- 98% Caucasian
- Chinese
- Hispanic Mexican/Central American
- Hispanic Puerto Rican
- Japanese
- Korean
- Native American
- Taiwanese
- 1% Other Asian
- Other

Presbytery Greater Atlanta Synod South Atlantic

**Community Type (select one)**

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

**Is this a yoked congregation?**  No  Yes (If yes, please complete the Yoked Congregation details at the end of Part II.)

**Clerk of Session Details:**

Name Mr. David C. Williams  
Address 205 Sycamore Street  
City Decatur State GA Zip Code 30030  
Preferred Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_  
E-mail \_\_\_\_\_  
FAX \_\_\_\_\_

## Church Information Form (Part II)

Church/Organization ID 22113

Church/Organization Name, City, State Decatur Presbyterian Church, Decatur, GA

**Position To Be Filled** (select one)

- |   |   |
|---|---|
| <input type="checkbox"/> Associate Pastor (Christian Education) | <input type="checkbox"/> Interim Pastor                           |
| <input type="checkbox"/> Associate Pastor (Youth)               | <input type="checkbox"/> Mission Pastor                           |
| <input type="checkbox"/> Associate Pastor (Other)               | <input type="checkbox"/> Church Educator (non-ordained)           |
| <input type="checkbox"/> Pastor (Solo)                          | <input type="checkbox"/> Campus Minister                          |
| <input type="checkbox"/> Pastor (Head of Staff)                 | <input type="checkbox"/> Chaplain                                 |
| <input type="checkbox"/> Pastor (New Church Development)        | <input type="checkbox"/> Administrator                            |
| <input type="checkbox"/> Pastor (Redevelopment)                 | <input type="checkbox"/> Church Administrator                     |
| <input type="checkbox"/> Pastor (Tentmaker/Part-time)           | <input type="checkbox"/> Executive                                |
| <input type="checkbox"/> Pastor (Yoked/Multiple)                | <input type="checkbox"/> General Assembly staff                   |
| <input type="checkbox"/> Co-Pastor                              | <input type="checkbox"/> Presbytery staff                         |
| <input type="checkbox"/> Designated Pastor                      | <input type="checkbox"/> Synod Staff                              |
| <input type="checkbox"/> Interim Ministry (Governing Body)      | <input checked="" type="checkbox"/> Youth Director (non-ordained) |
| <input type="checkbox"/> Other (specify) _____                  |   |

Specify Title (if appropriate) Youth Director

**Specify whether experience is "Required" or "Desired" for the specified position.**

Required  Desired

**Employment Status**

Full Time  Part Time  Open to Either

**Experience Desired**

<input type="checkbox"/> First Ordained Call	<input type="checkbox"/> less than 2 years	<input checked="" type="checkbox"/> 2 years or more
<input type="checkbox"/> 4 years or more	<input type="checkbox"/> 6 years or more	<input type="checkbox"/> 8 years or more

**Language Requirements**

<input checked="" type="checkbox"/> English	<input type="checkbox"/> Spanish	<input type="checkbox"/> Korean	<input type="checkbox"/> Mandarin Chinese
<input type="checkbox"/> Japanese	<input type="checkbox"/> Cantonese	<input type="checkbox"/> Taiwanese	<input type="checkbox"/> Other

**Brief Church Mission Statement:** *Please limit your response to no more than 1500 characters including spaces and punctuation.*

Decatur Presbyterian Church is a multi-generational fellowship of loving and faithful Christians in the Reformed Tradition striving to discern and fulfill God's purpose through Jesus Christ for our congregation, our community, and our world.

Our principle goals are to:

- (1) Articulate the key values of the church and ensure that they are directly reflected in the organization and work of the church;
- (2) Intentionally employ excellent communications within the church and the community;
- (3) Offer educational, service and worship opportunities for all ages to claim, develop and demonstrate our spirituality;
- (4) Foster a Christian culture of caring, service and hospitality through opportunities within the church, community and world; and
- (5) Create a joyful Christian environment that inspires people to support the church with their varied resources.

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

**Please write a brief description of your church/organization programs or accomplishments.**

Decatur Presbyterian Church has served the greater DeKalb area from the heart of downtown Decatur through worship, music, education and mission for 182 years. We seek to meet the deep needs of the human spirit to belong and to become. By offering programs for all ages, infancy through maturity, we strive to nurture each member of our church family. Our message is both timeless and timely for the days in which we live.

Noted past accomplishments of our congregation include the founding of Agnes Scott College (1889), the relocation of Columbia Theological Seminary to Decatur (1927), the establishment of the Decatur Presbyterian Children's Community (1949), the oldest private Christian church school in DeKalb County, the spawning of 17 new congregations, significant involvement in world and local missions, and an uplifting and outstanding music program --- only to name a few.

In the last six years, we have built on our heritage by implementing a successful Workshop Rotation Model for Children's Sunday School, creating a Youth Task Force to discern the purpose and goals of our youth ministry, welcoming an influx of new members, and embracing and training more Columbia Theological Seminary students as interns than any other church.

**Describe what gifts, skills and experiences your congregation possesses to fulfill its mission.**

The greatest gift that our congregation offers is a sincere commitment to carrying out and living Christian teachings. We are a fellowship of committed Christians, both young and old, who care and pray for one another,

share each other's joys and sorrows, and believe in giving of their resources. DPC is welcoming to visitors in the hope that they will find a church home to worship and serve, whether it is our church or another one.

Our congregation has a strong commitment to being a multigenerational fellowship. Children and youth are valued and celebrated in our worship, education, and mission. Members of all ages serve and work together on Session and in committees, in study, in worship, and in fellowship, enriching the life of the congregation. Our church remembers and celebrates its past while remaining open to new paths in the future. Fulfilling our mission will be an ongoing process as the Holy Spirit is constantly inspiring new ways to worship and serve.

**What are the key theological issues of our church and society that are reflected in the ministry of your congregation/organization?**

As growing numbers of people in our society drift away from church, we believe hospitality is a central part of our ministry. We are also answering God's call to reach out to help people – adults, children and youth – become and remain followers of Christ.

In our outreach to children and youth (both within and outside the church), we hold a deep commitment to the education and nurture of our children and youth. We believe strongly in Proverbs 22:6 "Train up a child in the way he should go and when he is old, he will not depart from it." Programs for our children include Sunday school for 1<sup>st</sup> - 5<sup>th</sup> graders using Workshop Rotation, an innovative model of teaching Bible stories using drama, computers, art, and story telling. For youth, we have Sunday school, Wednesday night Bible study, a monthly youth PW, and an active Sunday night youth program.

Our youth ministry is seeking to balance a program of fellowship, mission work, and spiritual growth. We encourage a place that is a safe and welcoming environment that will facilitate this growth. This program gives the youth an opportunity to experience faith both within and outside the church. This program has shown great success over the last three years as youth activities have tripled in size. We are now serving 25-30 youth each Sunday night, and with 80 currently on the roll, our growth potential is significant.

Our opportunity to serve God is growing and with a strong sense of purpose, we are excited about the future.

### References (Limit 3)

Below, please list three persons who know your congregation. You might list your Executive Presbyter, a Committee on Ministry Liaison person, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Name                    Rev. Joel Tolbert  
Address:                Rehoboth Presbyterian  
                              2729 Lawrenceville Highway  
                              Decatur, GA 30033  
  
Phone Numbers: 770.939.3595  
Relation:                Pastor of local congregation, former intern, youth parent  
E-mail:                  [joel.tolbert@rehobothpres.org](mailto:joel.tolbert@rehobothpres.org)

Name                    Rev. Dr. Ed Albright  
Address:                1024 Ponce de Leon Avenue, NE  
                              Atlanta, GA 30306  
  
Phone Numbers: 404.898.0711  
Relation :                Executive Presbyter, Presbytery of Greater Atlanta  
E-mail:                  [ealbright@presbyteryofgreateratl.org](mailto:ealbright@presbyteryofgreateratl.org)

Name:                    Dr. Kathy Dawson  
Address:                Columbia Theological Seminary  
                              P.O. Box 520  
                              Decatur, GA 30031  
  
Phone Numbers: 404.687.4579  
Relation:                neighboring professional  
E-mail:                  [DawsonK@ctsnet.edu](mailto:DawsonK@ctsnet.edu)

**Position Description:** *For each section please limit your response to no more than 1500 characters including spaces and punctuation.*

***Major Responsibilities: For what specific tasks, assignments, program areas will this person have responsibility?***

The primary responsibility of the youth director is to provide for the nurture and spiritual growth of youth in grades 6-12 by implementing programs of ministry that are approved by the session, and building and maintaining relationships with and among the youth.

- Assess the needs of 6<sup>th</sup>-12<sup>th</sup> graders and work with youth committee to develop and implement appropriate programs of ministry, guided by the goals for DPC youth ministry.
- Be responsible for Sunday and Wednesday evening programs, fundraisers, overnight trips, and all other church-sponsored youth activities.
- Build and maintain relationships with youth and their parents and provide on-going communication.
- Provide pastoral care to youth in times of acute need and on a regular basis.
- Enlist, train, engage and provide continued support for adult advisors for leadership and relationship with youth.
- Work with congregation to integrate youth into the whole life of the church.

***Description of characteristics and qualifications needed in a person who would fill this position.***

At Decatur Presbyterian Church, we are looking for a youth director who is right for our growing youth ministry and our church and seeks the following qualifications and characteristics.

- A bachelors degree from an accredited institution
- Experience in youth leadership
- Knowledge in Bible, Reformed theology, and adolescent development
- Organizational skills
- Ability to communication well with both youth and adults
- Confidence in his or her own beliefs and a willingness to let their faith grow
- Fun and enjoys being with youth
- Ability to work with others and coordinate a group of youth advisors
- A feeling of commitment to the youth at Decatur Presbyterian Church for an extended period of time

For the past few years, we have had part-time youth directors who were seminary students and ultimately have had to leave the youth group to find their own church or concentrate on seminary after a short amount of time. The Youth Committee and the Session seek to provide more consistency for our growing youth ministry through the creation of this full-time position.

**Primary Skill Choices: Select up to 10 skills from the list below. At least 1 skill, but not more than 4, must be marked as "Required". In addition, at least 1 skill must be marked as "Desired".**

- | R                                   | D                                   |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Administration of Programs                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Adult Ministry                             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Building Renovation / Property Development |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Communication (Written / Oral)             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Community Service and Leadership           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Congregational Communication               |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Congregational Home Visitation             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Corporate Worship / Sacraments             |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Cross Cultural Collaboration               |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Defining Program Needs                     |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ecumenical and Interfaith Activities       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Evangelism                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Family Ministry                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Fund Raising                               |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Group Facilitation / Dynamics              |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Information Technology                     |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Leadership Development                     |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Management of Building Usage               |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Mediation Skills                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Office Management                          |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Organizational Development                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Organizational System Development          |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Preaching                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Project Development                        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Rural Ministry                             |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Spiritual Development                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Stewardship and Commitment Program         |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Teaching                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Transitional / Interim Ministry            |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Youth Ministry                             |

- | R                        | D                                   |  |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/>            | Administrative Leadership                      |
| <input type="checkbox"/> | <input type="checkbox"/>            | Budget Preparation                             |
| <input type="checkbox"/> | <input type="checkbox"/>            | Children's Ministry                            |
| <input type="checkbox"/> | <input type="checkbox"/>            | Community Ministries                           |
| <input type="checkbox"/> | <input type="checkbox"/>            | Conflict Management                            |
| <input type="checkbox"/> | <input type="checkbox"/>            | Congregational Fellowship                      |
| <input type="checkbox"/> | <input type="checkbox"/>            | Congregational Redevelopment/Revitalization    |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Counseling                                     |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Curriculum Building                            |
| <input type="checkbox"/> | <input type="checkbox"/>            | Development of New Educational Experiences     |
| <input type="checkbox"/> | <input type="checkbox"/>            | Evaluation of Program and Staff                |
| <input type="checkbox"/> | <input type="checkbox"/>            | Facility Management                            |
| <input type="checkbox"/> | <input type="checkbox"/>            | Financial Management                           |
| <input type="checkbox"/> | <input type="checkbox"/>            | Governing Body Ministry                        |
| <input type="checkbox"/> | <input type="checkbox"/>            | Hospital and Emergency Visitation              |
| <input type="checkbox"/> | <input type="checkbox"/>            | Involvement in Mission Beyond the Local Church |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Leadership of Staff / Volunteers               |
| <input type="checkbox"/> | <input type="checkbox"/>            | Management of Equipment Resources              |
| <input type="checkbox"/> | <input type="checkbox"/>            | New Church Development                         |
| <input type="checkbox"/> | <input type="checkbox"/>            | Older Adult Ministry                           |
| <input type="checkbox"/> | <input type="checkbox"/>            | Organizational Leadership and Development      |
| <input type="checkbox"/> | <input type="checkbox"/>            | Pastoral Care                                  |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Problem Solving / Decision Making              |
| <input type="checkbox"/> | <input type="checkbox"/>            | Public Relations                               |
| <input type="checkbox"/> | <input type="checkbox"/>            | Small Membership Church Ministry               |
| <input type="checkbox"/> | <input type="checkbox"/>            | Staffing                                       |
| <input type="checkbox"/> | <input type="checkbox"/>            | Strategic Planning                             |
| <input type="checkbox"/> | <input type="checkbox"/>            | Training Volunteers                            |
| <input type="checkbox"/> | <input type="checkbox"/>            | Urban Ministry                                 |

**Compensation And Housing. Please note, the request is for Cash Salary only. Do not include housing or any other allowances, do not answer "negotiable". A range is needed for matching purposes. The maximum cash salary is not published anywhere.**

Minimum Cash Salary \$ 28,000

Housing Type          Manse  
         Housing Allowance                          Amount  
         Open To Either  
  X   Not Applicable (For Diversified Positions Only)

**Geographic Choices.**

  X   **Unlimited** (or)

**Suggest Individuals From Specific Areas Checked Below:**

- |                                |                                      |
|--------------------------------|--------------------------------------|
| <u>        </u> Alabama        | <u>        </u> Alaska               |
| <u>        </u> Arkansas       | <u>        </u> Arizona              |
| <u>        </u> California     | <u>        </u> Colorado             |
| <u>        </u> Connecticut    | <u>        </u> District of Columbia |
| <u>        </u> Delaware       | <u>        </u> Florida              |
| <u>        </u> Georgia        | <u>        </u> Hawaii               |
| <u>        </u> Idaho          | <u>        </u> Illinois             |
| <u>        </u> Indiana        | <u>        </u> Iowa                 |
| <u>        </u> Kansas         | <u>        </u> Kentucky             |
| <u>        </u> Louisiana      | <u>        </u> Maine                |
| <u>        </u> Maryland       | <u>        </u> Massachusetts        |
| <u>        </u> Michigan       | <u>        </u> Minnesota            |
| <u>        </u> Mississippi    | <u>        </u> Missouri             |
| <u>        </u> Montana        | <u>        </u> Nebraska             |
| <u>        </u> North Carolina | <u>        </u> North Dakota         |
| <u>        </u> New Hampshire  | <u>        </u> New Jersey           |
| <u>        </u> New Mexico     | <u>        </u> New York             |
| <u>        </u> Nevada         | <u>        </u> Ohio                 |
| <u>        </u> Oklahoma       | <u>        </u> Oregon               |
| <u>        </u> Pennsylvania   | <u>        </u> Puerto Rico          |
| <u>        </u> Rhode Island   | <u>        </u> South Carolina       |
| <u>        </u> South Dakota   | <u>        </u> Tennessee            |
| <u>        </u> Texas          | <u>        </u> Utah                 |
| <u>        </u> Vermont        | <u>        </u> Virginia             |
| <u>        </u> Washington     | <u>        </u> West Virginia        |
| <u>        </u> Wisconsin      | <u>        </u> Wyoming              |

## **Equal Employment Opportunity**

"The Presbyterian Church (U.S.A.) shall give full expression to the rich diversity within its membership and shall provide means which will assure a greater inclusiveness leading to wholeness in its emerging life. Persons of all racial ethnic groups, different ages, both sexes, various disabilities, diverse geographical areas, different theological positions consistent with the Reformed tradition, as well as different marital conditions (married, single, widowed, or divorced) shall be guaranteed full participation and access to representation in the decision making of the church." (G-4.0403)

"(The Committee on Ministry) shall provide for the implementation of equal opportunity employment for ministers and candidates without regard to race, ethnic origin, sex, age, marital status, or disability. In the case of each call, it shall report to the presbytery the steps in this implementation taken by the calling-group." (G-11.0502g)

"...Care must be taken (by the Pastor Nominating Committee) to consider candidates without regard to race, ethnic origin, sex, marital status, age, or disabilities." (G-14.0502b)

FORMS OF GOVERNMENT PRESBYTERIAN CHURCH (U.S.A.) See Also: Form of Government (G-10.0102n) (G-11.0502d, G-13.0201b)

### ***For Clergy Positions Only***

Every Presbytery Committee on Ministry is to inform each Pastor Nominating Committee of its constitutional obligations and how it might assure fairness in the calling process.

Has the presbytery's Committee on Ministry thus counseled with the Pastor Nominating Committee regarding Equal Employment Opportunity?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

Each Pastor Nominating Committee is expected to undertake its search for a minister 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 affirmed to the Presbytery Committee on Ministry its intention to follow the Form of Government in this regard?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

**Deadline Date for this CIF (if any)** April 30, 2008

**Pastor Nominating Committee/Search Committee Chairperson Detail:**

Mrs. Reynolds DeLisle  
c/o Decatur Presbyterian Church  
205 Sycamore Street  
Decatur, GA 30030  
404.402-7000  
[rdelisle@dpchurch.org](mailto:rdelisle@dpchurch.org) or [ydsearch@dpchurch.org](mailto:ydsearch@dpchurch.org)

**Endorsements**

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

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

Committee on Ministry \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

**Rev. 3/2004**