**CHURCH PROFILE FORM**

# Reformed Church in America



Introduction



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 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.

CHURCH PROFILE FORM

# Reformed Church in America

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**Section A. Background Information**

**Today’s Date:**03/23/2021     **Position to be filled:** Pastor

1. **Name of church:** The First Reformed Church of Hawthorne
2. **Web address: www.frch.org**
3. **Mailing address:**

**259 Lafayette Avenue**

**Hawthorne, NJ 07506**

# 

**Telephone: (**973) 427-2979 **E-Mail address:** Hawthornefrc@gmail.com

1. **Classis:** Passaic Valley
2. **Classis Supervisor:** Rev.Nathan Busker

**Address:**

**341 Ramapo Valley Road**

**Oakland, NJ 07436**

**Telephone:** (201) 337-6744

**E-Mail address:** nathan@pondsnj.org

1. **Chair of search committee:** Rafael Armstrong

**E-Mail address:**  armstrong74@gmail.com

1. **Membership:**

|  |  |  |
| --- | --- | --- |
| **Time of worship** | Five years ago | Today |
| **Active Confessing Members** | 104 | 107 |
| **Inactive Confessing Members** | 42 | 3 |

**Comment on significant changes:**

The church has maintained its overall active membership with longer term members and families with a shift towards younger members with families.

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

|  |  |
| --- | --- |
| 8**%** | **0-20 years old** |
| 10**%** | **20-34 years old** |
| 34**%** | **35-49 years old** |
| 19**%** | **50-64 years old** |
| 29**%** | **65 years and older** |

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

|  |  |
| --- | --- |
| **1 %** | **African American** |
| **0%** | **Asian** |
| **79 %** | **Caucasian** |
| **20 %** | **Hispanic** |
| **%** | **Other: (please specify)** |

1. **Worship schedule:**

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

|  |  |  |
| --- | --- | --- |
| **Time of worship** | **Average attendance**  **Five years ago** | **Average attendance**  **Today** |
| **9:30 am** | 112 | 65 |

**Comment on significant changes: Shifting patterns in attendance with younger families and younger members has seen greater competing schedules with other activities and commitments. These weekly commitments contribute to the reduction in attendance noted above.**

**The on-going pandemic has offered the opportunity to allow members who have moved or are shut in to participate in the service online locally and from different parts of the country.**

1. **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 Example Bulletin)**

**In-sanctuary also adapted to on-line service:**

* Front & Side Door Greeting by an attending individual/family from the church congregation
* Our Approach to God
* Welcome & Announcements/Call to Worship
* Opening Music (generally a contemporary hymn or song selected for welcoming and setting the atmosphere for worship)
* Prayer of Confession (unison)
* Words of Assurance
* Call to New Obedience
* Response of Gratitude (musical selection)
* Children's Moment (The Children’s Moment is presented by either the Pastor or congregational volunteers to present the underlying message of the sermon in a simple message) & Children's Response (The Children’s Response is a short song sung with the message of reinforcing God’s love for us)
* Christian Greeting/Passing of the Peace with congregation
* The Word of the Lord:
* Scripture/Gospel Lesson (The scripture/gospel lesson is read either by the Pastor or a scheduled congregation volunteer)
* Sermon
* Our Response to God:
* Hymn of Response (generally a contemporary hymn or song selected for compliment the scripture passage and sermon)
* Offering/Doxology/Prayer (The offertory prayer is typically provided by head usher for the day)
* Ministry of Music (This ministry offers a spiritual mix of contemporary Christian music, gospel and traditional Christian hymns and songs)
* Prayer of Thanksgiving & Intercession
* The Lord's Prayer
* Closing Hymn
* Benediction

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

|  |  |  |
| --- | --- | --- |
|  | **Five Years Ago** | **Today** |
| **Total RCA related contributions** | **$     4,000** | **$‎ 2,700** |
| **Total other contributions** | **$     8,000** | **$    3,300** |

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

|  |  |
| --- | --- |
| **100-90 %** | X |
| **75-89 %** |  |
| **60-74 %** |  |
| **45-59 %** |  |
| **44 % or less** |  |

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

1. **Congregational Giving:**

**Number of those whose annual contribution is:**

|  |  |
| --- | --- |
|  |  |
| **Less than $500** | 18 |
| **$501- $1,500** | 20 |
| **$1,501- $2,500** | 10 |
| **$2,501-$3,500** | 4 |
| **Greater than $3,500** | 10 |

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

**If yes, amount received last year: $** Day Care Rental $58,500/yr

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

**Pre-Covid Activities pending reactivation:**

* Annual Tricky Tray
* Community Thrift Shop through shared consignment services
* Craft Sales
* Fish and Chips Dinner
* Bake sales and various small events and fundraisers throughout the year

1. **Church/Sunday School:**

**Average Attendance**

|  |  |
| --- | --- |
| **Average attendance**  **Five years ago** | **Average attendance**  **Today** |
| 28 | 12\* |

**\*PreCovid – Grades K-8th**

**Comment on significant changes:**

Older youth from 5 years ago have become confirmed & aged out of SS and other youth programs. Younger age groups (3-4 year olds) have back filled our classes

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

* Sunday School (Grades K through 8th) supported by a volunteer superintendent, teachers and staff
* Youth Group (Grades 6-12)
* Summer Vacation Bible Study (VBS) (1 week in summer)
* Midweek/Evening Daytime Bible Study
* Craft Group
* Coloring Group
* Woman’s Bible Group

1. **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** |
| Women’s Bible Study | Monthly-Sept-June | 10 |
| Worship Team | Weekly (Week Day Practice and Sunday Worship) | 5-12 |
| Fellowship Hour | Weekly | 60+ |
| Bible Study Groups | Weekly (Week Day) | 6-8 |
| Craft Group | Weekly (Week Day) | 8-10 |
| Youth Group (Combined with other RCA churches) | Bi-Weekly | 6-8 |

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

VBS efforts with other churches

Alternating Maundy Thursday Service being held in-house where we are joined with other local community churches in worship.

Easter Service and the reunion of church families in worship.

The Candlelight Christmas Eve service joining us together in the celebration of our Savior’s birth

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

All church owned:

* + Church Sanctuary,
  + Sunday School Rooms (Shared space with nursery school during week),
  + Youth Room,
    - Fellowship Hall (shared in part with nursery school during the week during inclement weather)
  + Victorian Parsonage on property with wrap around porch
  + (3 floors, 4 bedrooms, 1 bath + 1/2 bath; laundry; 2 car detached garage)

1. **Do you plan any capital expenditure during the next five years? Yes X No**

**If yes, please explain briefly:**

* Upgrade to thermostats in church zones
* Upgrade to water feed to boiler in parsonage
* Resealing of church flat roofs
* Exterior painting and refinishing

1. **Is there a mortgage indebtedness?** YesNo **X**

**Amount: $    0**

**Of how long standing?     N/A**

**Annual rate of repayment   N/A**

1. **Pastor’s study:**

**In church X in parsonage Other Not Provided**

# Exterior and side door access

1. **List all paid staff in addition to the pastor:**

|  |  |
| --- | --- |
| **Position** |  |
| Music Director | Full time **Part time** |
| Organist | Full time **Part time** |
| Sexton | Full time **Part time** |
| Office Manager/Administrator | Full time **Part time** |
| Nursery Director | Full time **Part time** |
| - | **-** |

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

Target for two year terms with optional extensions through nomination, asking for volunteers; seeking leadership or recruited by for specific tasks or roles.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Elder** | **Deacon** | **Male** | **Female** | **Occupation** |
| X |  | X |  | Graphic Designer |
| X |  | X |  | Corp. Security/Emergency Response |
| X |  |  | X | Office Administrator |
| X |  |  | X | Retired |
|  | X |  | X | Clinical Data Manager/Associate Director |
|  | X |  | X | IT/Tech Support |
|  | X | X |  | Retired Tax Accountant |
|  | X |  |  | Open Vacancy |
|  | X |  |  | Open Vacancy |
|  |  |  |  |  |

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

Current/active (& former); Elders & Deacons; Music Director; Organist; Office Manager; Sunday School; VBS Leaders; Greeters & Ushers.

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

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Few have…** | **Many have…** | **Most have…** |
| **Had up to twelve years of formal education** |  |  | X |
| **Had some education beyond high school** |  | X |  |
| **A college degree** |  | X |  |
| **A graduate degree** | X |  |  |

1. **In our congregation…(please check a box)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Few are…** | **Many are…** | **Most are…** |
| **Scientists & Engineers** | X |  |  |
| **Farmers** |  |  |  |
| **Business People** |  | X |  |
| **Students & Teachers** |  | X |  |
| **Industrial Workers** | X |  |  |
| **Office Workers** |  | X |  |
| **Other: Retired** |  | X |  |

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

**A calling for spiritual awakening that is cross generational. In our world of electronics, social media and generational gaps, we see opportunity and need for a Pastor with good relationships across all age groups, especially youth, active adults and seniors. Should be technically competent (computer usage, Zoom, multi-media experienced) social media aware for potentially expanding this element on-line to shut-ins, younger attendees or out of state members.**

1. **Languages:**

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

**Yes No If yes, please explain.**

1. **The salary we are prepared to offer our new pastor is $** TBD

**The average annual increase to our pastor over the past three years was 0 - 3%**

**Commensurate with classis guidelines**

1. **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? N/A**

1. **Is a Minister’s housing allowance in lieu of a parsonage a negotiable option?**

**Yes**   **No**

1. **The benefits/business expenses we will provide our pastor are:**

**(Please check those provided or give amount as requested.)**

|  |  |
| --- | --- |
| **Base Salary** | **$** |
| **Housing Allowance** | **$** |
| **Parsonage provided? Yes** | $ |
| **Travel Reimbursement** | **$** |
| **Social Security (Amount)** | **$** |
| **Book Allowance (Amount)** | **$** |
| **Continuing Education Allowance (Amount)** | **$** |
| **Provision for Sabbatical** | **$** |
| **Other (Specify Below)** | **$** |
| **TOTAL** | **$** |

**\*\*Based on RCA Classis benefits and salary guidelines**

**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)** TBD/Negotiable

**Necessary Comments regarding above:** Base Salary TBD--All benefits are as required by the formulas established by the Classis of Passaic Valley & RCA required benefits.

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

|  |  |
| --- | --- |
| **Rural: Under 2,500** |  |
| **Town: 2,500-9,999** |  |
| **Small City: 10,000-49,000** | **X** |
| **Metropolitan-Suburban: 50,000+** |  |
| **Metropolitan-Urban: 50,000+** |  |
| **Metropolitan-Inner City: 50,000+** |  |
| **Other:** |  |

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

* Community Wide Ecumenical Council
* Maundy Thursday Services
* Ash Wednesday Services
* CROP Walk; St. Clement’s food pantry support
* Lessons and Carols
* Combined Youth Group Programs with other ministries

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

* Habitat for Humanity
* CROP Walk
* Support to Community and St. Clement’s Food Pantry
* Lighthouse Pregnancy Resource Center Ministry-baby bottle collection
* Christmas Caroling to Home-Bound/Shut-Ins

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

* RCA
* CRC
* Roman Catholic
* Baptist
* Episcopal
* Methodist
* Jehovah’s Witness
* Lutheran
* Jewish
* Muslim
* Christian Scientist
* Non-denominational-fundamentalist
* Hindu

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

* Hosting community wide events (Fish n Chips)
* VBS
* Trunk or Treat
* Tricky Tray
* Youth Group Outings
* Use of social media

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

|  |  |
| --- | --- |
| X | **About average for our community** |
|  | **Somewhat below the rest of the community** |
|  | **Somewhat higher than the rest of the community** |

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

Hawthorne has a K-12 public school system. There are two religious schools in the borough-- St. Anthony's School (K-8) & the Hawthorne Christian Academy (K-12). Hawthorne is a typical active suburban community of about 18,000 people with many social, recreational, educational, & volunteering opportunities. Hawthorne has a widely-attended Boys & Girls Club with many programs and opportunities. It is within a short drive of NYC, the ocean and many other cultural, educational & recreational activities. World-class medical facilities are nearby. Hawthorne has a train station that services all North Jersey & access to NYC.

* [www.hawthornenj.org](http://www.hawthornenj.org)
* [www.hawthorne.k12.nj.us](http://www.hawthorne.k12.nj.us)

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

|  |  |
| --- | --- |
| **Name** | **Dates** |
| Rev. Kirsty DePree | 2018 **to** 2020 |
| Rev. Chris Vande Bunte | 2012 **to** 2017 |
| Rev. Eric Nichols | 1. **to** 2011 |

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

|  |  |
| --- | --- |
| **Name** | |
| **Rafael Armstrong** | **Vice President, Consistory** |
| **Rev. Nathan Busker** | **Classis Supervisor** |

**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?**

As a community of faith, we are united in worship, service, and care for one another. We seek to welcome friend and stranger. We commit to develop our faith through lifelong learning and teaching. We strive to serve those in need in our community and the world. We strive to live our mission in Christ. This includes engaging in mission through our actions and by supporting other organizations and ministries.

1. **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.**

* Increase the Sunday School involvement in our worship service within the next year. Expand the number of participants in the Sunday School program.
* Have our Mission Program be renewed at both the programmatic level and youth involvement levels.

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

We are an extremely welcoming congregation that offers support to any visitors, existing members & community members. We offer benevolence to individuals and families (both members and non-members) in need and offer cooked meals during hard times for members and their families. We consider ourselves a family, not just a congregation. That feeling of family would extend to include the pastor and their family.

1. **Explain the strategies or ideas that most excite your church in becoming or remaining missional.**  The church would like to be more involved by expand our youth missions and the youth throughout the community.
2. **Name three of your church’s most passionate hopes and why they are significant.**
3. Strengthen the youth ministry.
4. Growing the congregation in all age groups
5. Becoming more mission focused/driven.
6. **How do you hope someone who visits your church would describe what s/he considers to be most important?**

We hope that people would say that we are a friendly and welcoming church. We share a passion for worship where music plays a central role.

1. **Name at least one challenge facing your new pastor.**

Growing the congregation and the programs in a town where the population is becoming more culturally, ethnically and religiously diverse. Meeting the challenges of a more demanding secular lifestyle and competing priorities.

1. **Describe your vision and hopes for your church and your pastor over the next 5 years.** To have the church expand its presence through outreach within the community.
2. **Explain whatever else you would like your potential pastor to know about your church.**

We consider ourselves more of a family than a traditional congregation. Close familial ties, friendships and long- term members and their families make this a very comforting and embracing place.

**Reformed Church in America**

**Office of Ministry Services**

**Release Statement**

**(Full Church Name)**

**We, First Reformed Church of Hawthorne**, **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.**



**Signature of Search Team Chairperson or Designated Date**

Rafael Armstrong