

September 30, 2016  
Date

Senior Pastor (English speaking)  
Position to be filled

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## United Church of Christ

### LOCAL CHURCH PROFILE FOR LOCAL CHURCHES SEEKING NEW LEADERS

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#### Local Church Statement of Consent

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The covenantal relationship between a church and those called by that church to serve as pastors and teachers and in other ministerial positions is strengthened when vital information is openly shared by covenantal partners. To that end, we attest that, to the best of our abilities, we have provided information in this profile that accurately represents our church. We have not knowingly withheld any information that would be helpful to candidates. As the committee charged with the responsibility for identifying and recommending a suitable new minister for our church, we have been authorized to share the information herein with potential candidates

We understand that a candidate may wish to secure further knowledge, information, and opinion about our church. We encourage a candidate to do so, recognizing that an open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position.

Gloria S. Saraos  
Signature of Search Committee Chairperson

Nov. 23, 2016  
Date

#### Church

Name: Lihue United Church, a Federated Church of the United Church of Christ and United Methodist Church

Address: P.O. Box 1247 (mailing)  
4340 Nawiliwili Road (location)

City, State, Zip: Lihue, Hawaii 96766

#### Search Committee Chairperson or Contact Person

Name: Gloria Saraos, Chairperson

Address: same as church

Telephone: (808 346-7636 (cell)

E-Mail: [gloria.saraos@gmail.com](mailto:gloria.saraos@gmail.com)

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## LOCAL CHURCH PROFILE

### FOR LOCAL CHURCHES SEEKING NEW LEADERS

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Please return the completed document to your conference or association office.

1. Church: Lihue United Church
2. Address: P.O. Box 1247  
City, State, and Zip: Lihue, HI 96766  
Church Website: None
3. Name of Search Committee Chairperson/Contact Person: Gloria Saraos  
Address: Same as church  
City, State, and Zip:  
Telephone: (808) 346-7636 (cell)  
Email: [gloria.saraos@gmail.com](mailto:gloria.saraos@gmail.com)
4. Conference/Association Staff Person Assisting Our Church: Rev. Richard Kamanu,  
Associate Conference Minister  
Address: 1848 Nuuanu Avenue  
City, State, Zip: Honolulu, HI 96817  
Telephone: (808) 791-5633  
Email: [rkamanu@hcucc.org](mailto:rkamanu@hcucc.org) FAX: (808) 531-2637

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### MEMBERSHIP INFORMATION

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5. Membership: *(as reflected in the eleven-year UCC Statistical Report for our church;  
"est." indicates the figure is an estimate.)*

	Last Year	5 Years Ago	10 Years Ago
a. # Church members	125*	132*	143*
b. Average attendance at worship	149*	144*	166*
c. Average participation of children/youth in C.E.	54*	44*	72*
d. Average weekly participation in adult education	38*	n/a	n/a
e. # Members who are ordained clergy	0	0	0

\*The figures above includes both English Speaking and Tongan Ministry combined.

**6. Profile of Congregation** \*The figures above includes both English Speaking and Tongan Ministry combined.

Estimate percentage of congregation. Each category should add up to 100%.

**a. Age:**

6.38 % ages 0 - 5  
30.85 % ages 6-18  
13.30 % ages 19-34  
9.57 % ages 35-49  
18.09 % ages 50-64  
9.04 % ages 65-74  
12.77 % ages 75 +

**b. Education level of adults:**

3.36 % completed less than high school  
31.09 % high school graduates  
24.37 % some college/vocational school  
32.77 % college graduates  
6.72 % graduate school

"So we who are many,  
 are one body  
 in Christ . . ."

Romans 12:5a

**c. Family units:**

27.69 % couples with children at home  
36.92 % couples without children at home  
32.31 % single  
3.08 % single parent with children at home

**d. Occupation of adults:**

21.85 % business  
9.24 % clerical  
0 % farmer/rancher  
26.89 % laborer/manufacturing  
20.17 % professional  
4.20 % student  
8.40 % tradesperson  
8.40 % other

**e. Employment:**

59.66 % employed  
7.56 % not currently employed  
32.77 % retired

**f. Describe the racial-ethnic makeup of your congregation:** Caucasian, Filipino, and Tongan

**CHURCH FINANCES**

*(Figures reflect the eleven-year UCC statistical reports as well as the church's annual reports.)*

	Last Year	5 Years Ago	10 Years Ago
7. Total Church Income	2015	2010	2005
a. Members offerings and pledges	138,064	148,997	182,993
b. Interest from investment or endowments	2,959	3,780	3,287
c. Principal reduction (endowments or investments) (Savings Account Reduction)	42,100	87,536	92,600
d. Rentals	110,355	91,160	87,074
e. Special Fundraising	0	0	0
f. Other	0	0	0

\*This report is from the English speaking congregation only. Tongan congregation handles their own finances.

If the church has conducted an annual stewardship campaign, list results for the past two years:

2015 Goal: \$ N/A Pledges: \$ 92,120 Actual Received: \$ 85,065

2014 Goal: \$ N/A Pledges: \$ 75,470 Actual Received: \$ 81,084

\*Goal is to get more members to pledge from both the English and Tongan membership. The Tongan Ministry operates on a cash basis.

*English & Tongan Ministries	Last Year	5 Years Ago	10 Years Ago
<b>8. Total Operating Budget</b>	<b>2105</b>	<b>2010</b>	<b>2005</b>
a. Our Church's Wider Mission Basic Support	10,000	9,000	(UCC) 6,000
b. Our Church's Wider Mission Special Support	7,231	1,229	3,985
c. Other gifts (UMC apportionment)	26,441	20,242	15,486
d. Current local expenses	319,422	269,426	203,515
e. Annual capital payments	0	0	0
f. Other debt	0	0	0

**9. Identify UCC special offerings the church receives throughout the year and the amounts from last year:**

\$270.50 One Great Hour of Sharing      \*This represents half that goes to the UCC. The other half  
124.50 Neighbors in Need                      goes to UMC  
642.50 Christmas Fund  
150.50 Strengthen the Church  
0 Basic Support for Our Church's Wider Mission (only if received through special offerings  
and not included as a regular budget item in #8 above.)

**10. Mission**

- a. Beyond your contributions through the UCC, name the most significant local or global missions/ministries or agencies that were financially supported by your local church last year and the amount of support:

Name	Amount
1. All denomination Special Sunday Combined UCC-UMC	\$2,732
2. Labor Day Breakfast	\$2,930
3. Heifer Project (children's offerings)	\$ 683
4. Special Offerings (Operation Christmas Child)	\$ 402 + in-kind

- b. What mission project has excited your church the most in the past three years? Why?  
**The Labor Day Breakfast fundraising Project has been held for 38 years drawing people from around the island as a traditional island event. Local entertainment provided. We've donated monies to many non-profit programs on Kauai that helped youth, families, people in interventions, homeless families and so much more.**

**11. Indebtedness**

- a. Total amount of outstanding mortgages/capital debt: \$ N/A
- b. Total amount of other debt: \$ N/A  
Describe:

c. Are payments current? \_\_\_\_\_ yes \_\_\_\_\_ no N/A

**12. Capital Campaigns:** None

a. If the church has had capital campaigns in the last ten years, note goal and results:

Goal: \$

Outcome: \$

Goal: \$

Outcome: \$

**"God is able to  
provide you with  
every blessing in  
abundance."**

**II Cor. 9:8a**

b. What projects were undertaken as a result of your capital campaign? None

c. Was there a mission or outreach component to the campaign? \_\_\_\_\_ Yes \_\_\_\_\_ No N/A

d. If a capital campaign is underway or anticipated, describe it:

Goal: \$ 160,000

Beginning Date: N/A

Purpose: To raise funds to reimburse investment on Senior parsonage renovation and driveway replacement.

**13. Assets held by the Church:**

a. Reserves (savings): \$ 40,695

b. Endowments/Investments: \$ 339,638

c. Describe buildings and property of your church except the parsonage:

**Known throughout the island as the stone church (lava stone exterior).**

**1. Historic sanctuary with offices built and remodeled. Beautiful stained glass windows and pipe**

**organ. Seats 110 + overflow on open air covered lanai.**

**2. Stand alone historic Parish Hall with theater stage, balcony and kitchen.**

**3. Classroom wing used for Christian Education, community groups, music and storage.**

**4. Cottage rentals on two properties. Rice Street rental income only, which includes Christian**

**School and rental cottages.**

d. Is the church building (including sanctuary and offices) handicapped accessible?

Yes x Partially (specify) \_\_\_\_\_ No \_\_\_\_\_

Is the pulpit handicapped accessible? Yes \_\_\_\_\_ No x

e. If a building program is projected or underway, describe it, including estimated

date of completion: **Renovation of Senior Parsonage to be completed by late spring 2017.**

f. If the church owns a parsonage, describe it:

Address: 4292 Nawliwilli Road

City, State, Zip: Lihue, HI 96766

Number of Rooms: 5 Number of Bedrooms: 3 Number of Bathrooms: 2

Description: Undergoing renovation of interior living space.

Distance from Church: 100 yards

Handicapped Accessible? Yes \_\_\_ No \_\_\_ Partial x

Working on universal design

### FINANCIAL SUPPORT OF MINISTERIAL LEADERS

#### 14. If your conference has compensation guidelines, do you follow them?

X no (Hawaii Conference does not have compensation guidelines)

Does the church consider this position to be full time or part time?

x Full Time \_\_\_\_\_ Part Time (specify) \_\_\_\_\_

How will church members be supportive of a part time or bi-vocational pastor who may need another job to supplement the church salary? N/A

#### 15. Salary History

To provide a profile of salaries for the position you are seeking to fill, indicate salaries at the beginning and ending of the ministers' tenure. Do not include interim positions. If a parsonage is provided, insert the letter "P" in the space provided. *Provide information for the last 3 leaders or the last ten years.*

Previous senior pastor served for 14 years)

	Start Date				End Date			
	Year	Salary	Housing	Parsonage	Year	Salary	Housing	Parsonage
a. Last	2002	40,226		P	2015	48,438		P
b. Previous								
c. Next previous								

#### 16. During the above period, has your church ever failed to fulfill its financial obligations to its pastor? \_\_\_\_\_yes x no If yes, please comment:

#### 17. Salary, Benefits, and Expenses Offered

a. Cash salary offered \$ 34,00-54,000 (dependent on experience)

Conference recommended salary range: \$ N/A

b. Housing: \$ \_\_\_\_\_

\_\_\_\_\_ Housing allowance only x Parsonage only \_\_\_\_\_ Would consider offering either  
(Utilities paid by church (gas, electric, basic cable tv, internet, landline)

c. Customary benefits:

\_\_\_\_\_ Vacation: 3 weeks annually

x Maternity/paternity leave

x UCC Retirement Annuity ( 11 % of salary and housing)

TDI UCC Disability Insurance Benefits

\_\_\_\_\_ UCC Health Benefits ( x other health benefits) UMC

\_\_\_\_\_ UCC Dental Benefits ( x other dental benefits) UMC

\_\_\_\_\_ Social Security/Medicare Offset

x Continuing Education Funds

- ☒ Continuing Education Time
- ☐ Sabbatical Leave
- ☒ Other benefits (specify) geographic variance

d. Ministry Expenses (negotiable)

- ☒ Travel Reimbursement
- ☒ Meeting Expense Reimbursement
- ☒ Books and Periodicals
- ☒ Reimbursement of Criminal Background Check Fee
- ☒ Moving Expenses

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## COMMUNITY CHARACTERISTICS

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### 18. Population

- a. Population of total city or town in which your church is located: **6,455 Lihue (2010)**
- b. Describe the population by racial-ethnic category and identify the source of the information:  
**Asian, Caucasian, Pacific Islander, Native Hawaiian, Hispanic or Latino, two or more races.**

Information Source: U.S. Census Bureau for years 2010-2016

### 19. Economic Factors

Identify major sources of employment/income in your community:

- a. **Hotel and Resort Industry**
- b. **Health Care Industry**
- c. **Retail, Government**

### 20. General Description *(Add \*\*\* if the information came from a survey of the congregation)*

- a. Describe three distinctive attributes of your community:
  - 1. **Aloha Spirit of welcome and mutual support**
  - 2. **Beauty of scenery and ocean activities**
  - 3. **Small with many community activities**
  - 4. **Cultural and geographical diversity**
- b. Identify major trends you envision in your community during the next five years:
  - 1. **Population growth generating more traffic.**
  - 2. **Greater income disparity which results in young adults leaving island.**
  - 3. **Increasing elderly population and needs.**
  - 4. **Progress towards sustainability and clean energy.**



- c. List three or four problem areas confronting your community that members feel your church should address:
  1. More sectarian events on Sunday which cause conflict and influence church activity.
  2. Illegal drug use, crime and homelessness
  3. Un-churched people of all ages.
- d. Indicate Mission Activities
  1. In which your church participates as a part of its mission in the community:
    - Loaves & Fishes – Food pantry
    - Labor Day Breakfast – Fundraiser
    - Angel Tree – Christmas gift for children
    - Bridges – Mentoring program for local students who wished to go to college
    - Hale Opio – For youth at risk.
  2. In which your church expects the leader you are now seeking to participate:
    - Show support in our mission and participate in Labor Day breakfast which has been in existence for 38 years.
- e. Describe how your church building is now being used by the community:
  - A.A. Support groups    Classes – hula, ballet, tai-chi, piano etc.
  - Recitals – piano        Meetings for community groups: Mokihana Club
- f. Indicate the number of school districts from which members of your church are drawn:
 

\_\_\_\_\_ one      \_\_\_\_\_ two        x   three or more

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## CONGREGATIONAL LIFE

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*(Add \*\*\* if the information came from a survey of the congregation)*

21. Identify major trends you envision in your church in the next five years
  - A. Younger couples, especially those with children baptized in our church become involved in our church life.
  - B. Capital funds campaign relieving financial pressure.
  - C. Shift in ethnic representation
  - D. More dedicated people of different ethnicities joining our church
  - E. Doing God's ministries through community outreach and community service.
22. Planning
  - a. All churches do planning. How would you characterize the way planning is done in your church?
    - Board of Deacons and Parish Council
  - b. What expectations do you have of the person you are seeking in relation to the planning that takes place?
    - Strong leadership qualities.
    - Develop and activate lay leadership gifts and support the church committees



- c. When is the last time your church undertook a period of discernment and long-range planning in an intentional way? **November 2015 thru January 2016**
- d. What were the outcomes of your intentional long-range planning?
  1. **Young adult confirmation class**
  2. **Apply grants for visual aids**
  3. **Tongan concert, misinale (mission)**
  4. **Vacation Bible School**
  5. **Revitalize Christian formation**
  6. **Adult Education**
- e. Does your church have any plans to undertake a period of intentional mid-range planning in the future? **Yes, with revitalized worship and activated more of congregation into participation and leadership**

### 23. Reflections on Congregational Life

Comment on the following with what you believe to be the generally-held responses of the congregation. If more space is needed, use additional pages. *(Add \*\*\* if information came from a survey of the congregation.)*

- a. Identify the three most important faith experiences or events in the history of your church and the year each took place:

<u>Event</u>	<u>Year</u>
1. Merging of UCC and UMC congregations	February 23, 1972
2. Labor Day Breakfast, an all inclusive charity event which makes it an act of faith.	September 1978
3. Worshiping with different ethnic groups	1972 to on going

- b. Identify the most challenging faith experience or event in the life of your church in the last three years and what the church learned from it:

1. **Departure of UMC pastor after 14 years and change in denomination emphasis.**
2. **Need to increase pledges due to financial strain.**
3. **We learned to trust in God's guidance and help in everything and that we are open to change and new ideas.**

- c. What is God calling your church to do/become over the next few years?  
**Develop specific programs such as our music program to include more intergenerational music.**  
**Continue to expand the youth program. Nurture the youth to be part of worship and leadership**  
**Roles in church.**

- d. Describe how the church expects the person you are seeking to help your church reach these goals: **To help implement these ideas by leadership with love and a desire to foster respect for different Opinions, cultural values and practices.**

- e. Chose the statement that most accurately describes the theological/faith stance of your church: *You may check more than one.*

☐ We tend to be theologically conservative.  
☒ We tend to be theologically moderate to conservative.  
☐ We tend to be theologically moderate.  
☐ We tend to be theologically moderate to liberal.  
☐ We tend to be theologically liberal.  
☒ We tend to be quite diverse theologically.  
☐ Other

Comments: **We are a federated church of two denominations and different cultures who are Learning to work together to be one in the body of Christ.**

- f. Describe the educational program of your church:

Identify the curriculum/a used in your church school and the person or committee responsible for selection of curriculum/a: **We use both United Methodist and UCC curriculum selected by the Christian Education deacon in consultation with the pastor.**

Indicate resources used for Confirmation and the person or committee responsible for the selection of these resources: **United Methodist book Credo – Live Faith Formation. Present interim pastor has chosen the resources and has led the class.**

Are there educational opportunities for all ages? **Yes.**

Does your church have a written Safe Church Policy?

☒ Yes ☐ No (If No, has a group worked on this issue in the past? What was the outcome?)

- g. Describe how the church expects the person you are seeking to participate in the congregation's educational programs: **Actively participate in the selection of educational materials for all age groups; lead or mentor those that will be leading groups.**
- h. Describe how programs or ministries of your church are evaluated: **Deacons discuss and evaluate at their meetings.**
- i. Describe the strengths or positive qualities of your church: (Add \*\*\* if information came from a survey of the congregation.)
- **Sincere, deep prayer life. Open and eager to grow in faith with pastoral leadership.**
  - **A great musical presence, choir, instruments, etc.**
  - **Great location and building, beautiful campus, spacious property.**
  - **Willingness of members to participate in church events.**
  - **Sincere, welcoming, mature Christians being able to work well with others.**

24. Indicate major boards, committees, small groups, and organizations that are a part of your church; the frequency of meetings (monthly, weekly, etc.); and expectations for leadership. For leadership role use: 1 = pastor takes primary initiative and responsibility; 2 = pastor and laity share responsibility; 3 = laity take primary initiative and responsibility; 4 = the pastor's presence is expected periodically/occasionally.

Board/Committee	Purpose	# Members	Frequency	Leadership
Parish Council	Governing body of the church	8	Monthly	2
Deacons	Implement church programs	6	Monthly	2
Trustees	Take care and manage property	6	Monthly	2
SPRC	Personnel management and parish relations	4	When needed	3
Finance and Stewardship	Finance	4	Monthly	2/4
Nominating Committee	Nominate Board members	4	When needed	3/4
Ongoing Small Groups	Purpose	# Members	Frequency	Leadership
Caring and Membership	Reach out to members	3	Monthly	1, 2
Prayer Group	Prayer and Fellowship	Open	Bi-weekly	3
Prayer Chain	Prayer	12-15	--	2
UMW (Tongan)	Tongan	7-10	Occasional	3
Study and Discussion	Christian Formation and Leadership Development	Open	As needed	1,2

## 25. Conflict

Most churches experience conflict at various times. Characterize your church's experience with conflict given the following possibilities. Indicate the extent to which each statement describes your church: C = closely; S = somewhat; N = not at all.

- S as a church, we respect and listen to each other and work things through without generating divisiveness
- S as a church, we try to respect and listen to each other, but it is not uncommon for differences of opinion to be a problem and for some people to choose sides
- S some have left our church because of conflict
- S conflict hurts our sense of unity, but we tend not to talk about it
- C painful experience with conflict has been present, but it has been worked through, and we have learned from the experience

- ☒ N we have had some painful experiences with conflict, and they linger in the background  
☒ N open conflict is present, and we need a minister who can help us deal with it  
☐ other Specify:

Comment: Majority of the congregation has been able to work thru conflicts/problems  
 But there will always be a few who disagree.

## 26. Worship

- a. Describe the weekly worship schedule (number of services, times, languages in which the services are conducted, frequency with which communion is included, special empases such as healing services, contemporary worship, etc.)

3 Services

2 Tongan services

1 English

7:00 p.m. Wed.

10:15 a.m. Sunday

1:30 p.m. Sunday

Whole church (English and Tongan) worship together once a month with Holy Communion.

- b. Are your worship services or church gatherings sign language interpreted?

☐ Yes ☒ No

Are there particular ministries with persons with developmental disabilities or mental illness?

Comment: **There are none.**

- c. Identify how worship is planned on a regular basis in your church

☐ by a worship committee

☐ by the pastor

☒ by the pastor in consultation with the church musician

☐ other – specify:

- d. Describe the style and content of preaching valued by your congregation:

**Being sincere in member relationships**

**Preach from the heart, bible-centered with passion and conviction, with relevance to our lives.**

**Dynamic, grabs attention for the duration of the sermon.**

**Not above layman's language.**

- e. Describe the role in worship of the person you are seeking: **Preach and lead**

- f. What hymnal(s) are currently used by your congregation in worship?

1. **United Methodist Hymnal**

2. **Faith We Sing**

3. **Worship in Song**

- g. Have you considered using another hymnal? **Open to the idea**

- h. Churches have a variety of practices related to the use of Inclusive Language in worship services. (Some churches have made the decision not to change any language in worship; others are intentionally inclusive in their references to people avoiding words such as "mankind". Some avoid exclusively male references for God and seek to include male and female images as well as a variety of metaphors; other churches exercise care in the words of the liturgy but still utilize "traditional" hymns.) How important is this issue to your church? **This is an important issue due to cultural norms and personal opinions.**

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## WIDER CHURCH CONNECTIONS

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### 27. United Church of Christ

- a. Association, conference, or other denominational programs and activities in which church members participate:

Do you send delegates to association and conference meetings?

Regularly ☒ Occasionally ☐ Never ☐

Have members of your church ever served as delegates or visitors to General Synod?

Yes ☐ No ☒ Not Sure ☐

- b. Association, conference, or other denominational settings in which your church expects the leader you are now seeking to participate: **Aha Pae'aina (Hawaii Conference UCC Annual meeting). Aha Mokupuni (Island conference), Kauai Association United Church of Christ, island gathering, United Methodist Church Hawaii District Conference.**

- c. Choose the word that best describes how lay leaders of your church consciously identify with the United Church of Christ:

☐ closely ☒ moderately ☐ nominally ☐ other

Comment: **We are a federated United Church of Christ and United Methodist Church and try to participate equally within both denominations.**

### 28. Ecumenical and Interfaith Activities

- a. Describe ways your church participated in ecumenical and interfaith activities during the past three years:

Hawaii Island Ministry  
Mayor's Prayer Breakfast  
Kauai Interfaith Council  
Hospital Chaplaincy  
KAUCC Youth Camp

Lenten Special Services  
Sacred Day Walk  
Walk to Emmaus  
Godly Play  
Family Camp

- b. Describe how your church expects the leader you are now seeking to participate in ecumenical and interfaith activities: **We would like the person to actively participate in all aspects of ecumenical and interfaith activities to the best of their ability.**

## RELATIONSHIP WITH MINISTERIAL LEADERS

### 29. Relationship With Prior Leaders

- a. Characterize your church's experience with pastoral leaders over the past 15 years.

*You may check more than one response:*

- ☒ In general, our lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership.
- ☐ We have had some fairly rocky moments, but we have worked them through, and relationships with pastoral leaders have grown in significant and important ways.
- ☐ We have had some tough times and things did not always work out.
- ☐ Other. Specify:

Comment: We cannot always agree but can try to sort it out in a Christian way.

- b. Indicate the tenure of the last three installed persons who filled the position you are seeking to fill. Do not include interims:

Name	From	To
1. Wesley Elmore (United Methodist minister)	2001	2015
2. Steven Simpson (United Church of Christ minister)	1994	2000
3. David Henry (United Methodist minister)	1988	1993

- c. If a previous pastor or pastor emeritus/a is currently a member of the church, describe his or her involvement in the life of the congregation: None.
- d. In addition to financial support, describe how your church supported the most recent person to hold the position you are now seeking to fill: Invited to family members events and special occasions.
- e. Involuntary Terminations:  
Have any of the last three persons serving in the position you are seeking to fill left involuntarily or under pressure?
- ☒ yes ☐ no: If "yes," respond to the following:
- Choose all the issues that may have contributed to the involuntary termination. *You may check more than one or indicate "not applicable."*
    - ☒ conflict of personalities in the church
    - ☒ inadequate performance
    - ☒ pastoral style inappropriate for this church
    - ☐ ethical issues or issues of fitness for ministry
    - ☐ financial stresses
    - ☐ other. Specify:

- Indicate, if you can, which of the following best describe the congregation's behavior toward that person prior to her or his leaving: *You may check more than one.*  

<input checked="" type="checkbox"/> civil	<input checked="" type="checkbox"/> kind
<input checked="" type="checkbox"/> compassionate	<input checked="" type="checkbox"/> supportive
<input type="checkbox"/> harsh	<input type="checkbox"/> indifferent
- Describe what your church has learned from the experience about itself and its relationship with persons who provided ministerial leadership: **We can have conflicting opinions and still work together as a church to move forward.**

30. Does the church have a Pastoral Relations Committee? ☒ yes ☐ no  
 If yes, describe its purpose, functions and how often they meet: **Salary, conflicts, review and evaluation and background checks. Meets when needed. Support and encourage good relationship with pastor.**

31. If there is periodic assessment/evaluation of the nature of the work and of the performance of that work for the position you are seeking to fill? Describe it:  
**Yes on United Methodist Church**  
**Yes on United Church of Christ**

Is the periodic ministerial evaluation coordinated with a regular assessment of the overall ministry of the congregation? **We do not do it at present, but it sounds like a good idea.**

### 32. Leadership Expectations

A list follows of 45 items which represent a range of qualities in the ministry of the church. Place an "X" beside the 12 items which your church feels are the most important aspects of ministry for your church at this time. All the qualities are important. However, please mark those 12 which you feel need first priority at this time. **Do not rank the items.** If the aspects you consider to be important are not included in the list, place them at the end in the blanks provided.

Mark only 12 of the following items. Do not rank the items.

**Our church needs a person who...**

- |   |  |
|---|--|
| 1. <input checked="" type="checkbox"/> is an effective preacher/speaker | 24. <input type="checkbox"/> regularly encourages support of               |
| 2. <input type="checkbox"/> continues to develop his/her                | Our Church's Wider Mission   |
| theological and biblical skills   | 25. <input type="checkbox"/> reaches out to inactive members               |
| 3. <input checked="" type="checkbox"/> helps people develop their       | 26. <input type="checkbox"/> works regularly in the development            |
| spiritual life  | of stewardship growth  |
| 4. <input type="checkbox"/> helps people work together in               | 27. <input type="checkbox"/> is active in ecumenical relationships         |
| solving problems  | and encourages the church to   |
| 5. <input type="checkbox"/> is effective in planning and leading        | participate  |
| worship   | 28. <input checked="" type="checkbox"/> is a person of faith               |
| 6. <input type="checkbox"/> has a sense of the direction of             | 29. <input type="checkbox"/> writes clearly and well                       |
| his/her ministry  | 30. <input type="checkbox"/> works well on a team                          |
| 7. <input type="checkbox"/> regularly encourages people to              | 31. <input checked="" type="checkbox"/> is effective in working with youth |
| participate in United Church of   | 32. <input type="checkbox"/> organizes people for community action         |
| Christ activities and programs  | 33. <input type="checkbox"/> is skilled in planning and leading            |
| 8. <input type="checkbox"/> helps people understand and act             | programs   |
| upon issues of social justice   | 34. <input type="checkbox"/> plans and leads well-organized                |
| 9. <input checked="" type="checkbox"/> is a helpful counselor           | meetings   |



10. \_\_\_\_\_ ministers effectively to people in crisis situations
11.   x   makes pastoral calls on people in hospitals and nursing homes and those confined to their homes
12. \_\_\_\_\_ makes pastoral calls on members not confined to their homes
13. \_\_\_\_\_ is a good leader
14. \_\_\_\_\_ is effective in working with children
15. \_\_\_\_\_ builds a sense of fellowship among the people with whom he/she works
16. \_\_\_\_\_ helps people develop their leadership abilities
17. \_\_\_\_\_ is an effective administrator
18. \_\_\_\_\_ is effective with committees and officers
19. \_\_\_\_\_ is an effective teacher
20. \_\_\_\_\_ has a strong commitment to the educational ministry of the church
21. \_\_\_\_\_ is effective in working with adults
22. \_\_\_\_\_ inspires a sense of confidence
23.   x   works regularly at bringing new members into the church
35.   x   encourages people to relate their faith to their daily lives
36.   x   is accepting of people with divergent views
37. \_\_\_\_\_ encourages others to assume and carry out leadership
38.   x   is mature and emotionally secure
39. \_\_\_\_\_ has strong commitment and loyalty
40. \_\_\_\_\_ maintains confidentiality
41. \_\_\_\_\_ understands and interprets the mission of the church from a global perspective
42.   x   is a compassionate and caring person
43. \_\_\_\_\_ deals effectively with conflict
44. \_\_\_\_\_
45. \_\_\_\_\_

If there are other comments you wish to make about expectations, include one or more paragraphs here on an additional sheet.

## GENERAL

33. Does your governing body or your search committee have a well-defined policy against discrimination?   x   Yes \_\_\_\_\_ No      Comment:  
It is found in the Employees handbook located in the church office.
34. Has your congregation participated in an ONA (Open and Affirming) study/discernment process?  
\_\_\_\_\_ Yes        x   No      Comment: The UCC and UMC hold different theological positions. In the moderate/conservative cultural context of our membership we have avoided conflict by avoiding discussion. This issue must be introduced with great sensitivity.
35. Is there a position description of the pastor's role and responsibilities?  
  x   Yes      \_\_\_\_\_ No      If "yes," please attach a copy.  
Does your church have a personnel policy covering this position?   x   Yes      \_\_\_\_\_ No
36. List the titles of other paid staff positions for whom this person provides supervision and indicate whether these positions are full-time (FT) or part-time (PT).
 

Title: Office Manager	_____ PT	_____ FT	<u>  x  </u> FT
Title: Music Director	<u>  x  </u> PT	_____ FT	_____ FT
Title: Associate Pastor	<u>  x  </u> PT	_____ FT	_____ FT
Title: _____	_____ PT	_____ FT	_____ FT

37. Name three people who have agreed to serve as references. Make sure they are not members of your church, but know your church well enough to be helpful to a final candidate seeking more information about your church, e.g., conference staff, person in community, neighboring pastor:

Name	Telephone	Relationship to Your Church
a. David Iha	(808) 245-3180	UCC Conference Council Vice Chair
b. Jeannie Thompson	(808) 822-9241	Kapaa UCC, pastor
c. Joanne Nakashima	(808) 635-0264	former Conference Council member

38. What groups or individuals in your church have contributed to, reviewed, and/or approved this profile for circulation?

Interim Pastor, Rev. Dr. Phyllis Meighen

Moderator, Joye Irwin

HCUCC Associate Conference Minister, Rev. Richard Kamanu

Congregational questionnaire

Pastoral Search and Call Committee Chair, Gloria Saraos

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### STATEMENT ON LEADERSHIP IN MINISTRY

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Using this page, and one additional page if needed, write a statement that will help a candidate better understand the relationship of clergy and lay leadership in the life of your congregation. Candidates will be interested to know whether your lay leaders have a history of strong, cooperative relationships with the church's pastoral leadership. If your church organizational structure is based on intentional lay-led ministries, describe how that structure functions in relationship to the pastor; if your organizational structure is dependent on clergy leadership, describe what will be expected of the pastor.

If you wish, this statement can provide an opportunity for you to elaborate on the list of committees/boards/groups that you identified in Question 24. (For example, in some churches the expectation is for mutual involvement of pastor and finance committee in the financial matters of the church; other congregations have a clear expectation that the pastor will be focused on "spiritual matters" and will be excluded from settings where financial decisions are made.)

Include in the statement reflections on leadership styles that work well for your church. What do you hope/expect that your new pastor will understand and value in your particular style of lay leadership? What would a new pastor need to know in order to work smoothly with your established leaders? If yours is a multiple-staff church, it would be helpful to comment on your expectations of how the staff team members relate to each other. You are encouraged to include anything else you want to say about your church and its expectations of the leader it now seeks:

## STATEMENT ON LEADERSHIP IN MINISTRY

Lihue United Church's congregation, clergy and lay leadership is multi-ethnic. We have a strong Tongan fellowship, which has its own service each Sunday in addition to the English speaking service. Our associate pastor is Tongan and there is also a lay leader of the Tongan congregation in addition to the church moderator. We have joint services the first Sunday of each month, which is also communion Sunday. We have good leadership in our Parish Council, Board of Deacons, Board of Trustees, and Staff-Parish Relations committee. Committees are comprised of individuals from both congregations. The pastors attend these meetings and are expected to offer input and ideas to the agendas. Lihue United needs a pastor who can work closely with the lay leadership, listen and respect ideas and offer additional possible solutions.

The staff consists of a full-time office manager who is highly valued by both the clergy and the congregation; the music program is a very important ministry in our church and the music director works closely with the pastor; the custodial contract is signed by the trustees. However, the custodian is overseen by our office manager and confers with the trustees chair or moderator if a problem needs resolving. Committee persons work well together and generally can resolve any difference or opinions. That being said, we need a pastor who can listen to all sides of any conflict, who is warm and approachable, and able to help to resolve conflicts should one arise.

We need a pastor who is personable, has great communication skills, works well with others, has a passion for ministry and goals of the church, is open to ideas and presents new ideas and solutions. The senior pastor will need to have a close relationship with Pastor Leni Namoa and the Tongan ministry. We would like a pastor to be dedicated and committed to lead, guide, and inspire the lay leadership to set goals for the spiritual, financial, educational and other programs of the church.

We are coming out of a period of low spiritual and ministerial energy. We are discovering anew who we are and who God is calling us to be. The qualities that we see in ourselves that the pastor brings out the best in us at this point are:

1. Strong, enthusiastic leadership that is not overbearing.

We come from different cultural backgrounds and generations. We need our pastor to love us, understand us, and harmonize us through the power of the Holy Spirit and by example.

2. Recognizing that the pastor loves us – all of us – accepts our invitations to family gatherings, makes time to get to know us individually; is the present of Jesus; where our cultural values differ and our island practices differ, to humble oneself to learn from us.

3. Establishes an active, mutually supportive relationship with our Tongan congregation whom we love and honor.

We take great pride in being a Federated church, joyfully navigating our denominational differences as one in the spirit and body of Christ. Our unity is in Spirit; our harmony is in our denominational and cultural diversity.

4. A pastor who approaches us individually and personally to get motivated and involved. While we all understand English, we understand it differently from different frames of reference.

5. We are finding that with technology changing so rapidly, and young people so very much affected by social media, we see the need for our pastor to be forward thinking and who understands the impact technology is having both within the church and in reaching un-churched people.

To conclude, we desire to grow in Christ and our Christian walk. We need you to lead the way. We need your ideas and inspiration, your prayers, and even your perspiration.

We want you to laugh with us, celebrate with us, and share in our joy. Be attentive and caring to our elders. When you show care to them, you show care to all of us.

Our church is not a large church. People work together well and support projects put forth by the leadership. With leadership, guidance, and prayer, we will be able to implement our goals for generations to come.

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### Conference or Association Descriptive Reference

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Church Name: Lihue United Church

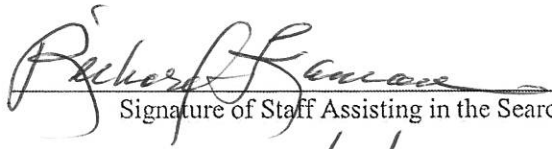
Location: Lihue, Hawaii

Conference: Hawaii

Association: Kauai

Name of Staff Assisting in the Search: Rev. Richard Kamanu, Associate Conference Minister

Staff Comments:

  
Signature of Staff Assisting in the Search  
12/7/16  
Date