

## Search and Call Tools for Congregations

Advancing the Spirit's guidance into God's future

# INTRODUCING THE NEW LOCAL CHURCH PROFILE

Who  
are  
we

Who  
is our  
neighbor

Who is  
God calling  
us to  
become

?

The new Local Church Profile is not just for congregations in search of a pastor. *All* congregations are encouraged to engage in its process of discovery every 3-5 years. The UCC Local Church Profile reflects valuable data, assesses ministry, clarifies change, and helps advance the calling of the congregation. Not just to be completed by a search committee – the more participation, the better!

MINISTERIAL EXCELLENCE,  
SUPPORT & AUTHORIZATION

**UNITED CHURCH  
OF CHRIST**



# UNITED CHURCH OF CHRIST

## LOCAL CHURCH PROFILE

Columbine United Church  
Littleton, CO

Associate Pastor

Rocky Mountain Conference  
United Church of Christ

**[Validation Date]**

### LOCAL CHURCH PROFILE CONTENTS

- Position Posting
- Who Is God Calling Us To Become?
- Who Are We Now?
- Who Is Our Neighbor?
- References
- Consent and Validation

*“God is able to provide you with every blessing, so that  
having all sufficiency in all things at all times,  
you may abound in every good work.”  
(2 Corinthians 9:8)*

## INSTRUCTIONS

The new Local Church Profile supports the calling and discernment of United Church of Christ congregations with their current or future pastoral leadership.

For many congregations, the interim time between ministers is an intentional season that is guided in part by the preparation of a Local Church Profile. Using the Profile, the church can discover its data and express its story for the reliable discernment of a search committee and the beginning of a new pastorate. Searching ministers will want to see this document in its entirety.

The interim season is not the only time in a church's life when it's valuable to give attention to explore a congregation's vocation. Three sections of the Local Church Profile – WHO ARE WE NOW, WHO IS OUR NEIGHBOR, and WHO IS GOD CALLING US TO BECOME – are meant to be updated every 3-5 years. Known together as the "Discovery Document," these three sections can be completed by a visioning group, a governing body, a transition team, or other group – not just the search committee – in order to draw forward the gifts and imaginative possibilities of a congregation. The church's engagement with the "Discovery Document" might not have the same sequence as the completed Local Church Profile that is read by candidates.

Some questions are easy to answer. Some are not so easy. Prompts are provided to stimulate narrative response if needed; these italicized prompts are merely examples from which to choose or to inspire your own. Efforts to answer the questions will prompt conversations and explorations and story-tellings and many prayers. As the Spirit moves throughout the process, congregations will shape a collective articulation of Christ's leading (WHO IS GOD CALLING US TO BECOME). This last question to be answered becomes the first section to be read by searching ministers in the Local Church Profile, and it is boldest and most actionable piece for faithful leadership into the future.

Your conference can provide materials referenced in the Local Church Profile, such as the 11-Year Report containing data as reported by your congregation annually to the UCC Data Hub, and MissionInsite reports containing demographic information on your community. More information on types of pastorate in the United Church of Christ can be found in the Call Agreement Workbook. Be sure to use the Call Agreement Workbook's Scope of Work to describe in this Local Church Profile the position being sought.

When it is time for ministerial search, the conference can counsel you on posting the Local Church Profile together with your public listing at UCC Ministry Opportunities (<http://oppsearch.ucc.org>).

The last page of the Local Church Profile contains a statement that parallels the consent statement signed by ministers in the UCC Ministerial Profile. In keeping with the covenantal

relationship between a church and those it seeks to call, this statement encourages an open, honest exchange of information. On behalf of the United Church of Christ, and on the basis of the best knowledge available to them, your conference staff will validate your completed Local Church Profile when it is ready to be shared in relationship with prospective new leaders.



## 1. POSITION POSTING

- a. LISTING INFORMATION
- b. SCOPE OF WORK
- c. COMPENSATION & SUPPORT
- d. WHO IS GOD CALLING TO MINISTER WITH US?

### 1a. LISTING INFORMATION

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Church name: Columbine United Church  
Street address: 6375 South Platte Canyon Road,  
Littleton, CO 80123  
Supplemental web links: [www.columbinechurch.org](http://www.columbinechurch.org)

Additional ecumenical affiliations (*e.g. denominations, communions, fellowships*):

Columbine United Church is an ecumenical church with full standing in:  
Presbyterian Church USA  
United Church of Christ  
United Methodist Church

Conference: Rocky Mountain Conference UCC

Association: Metropolitan Denver Association

UCC Conference or Association Staff Contact Person (Name, Title, Phone, Email):

Rev. Erin Gilmore, Associate Conference Minister  
303-984-9118  
[search@rmcucc.org](mailto:search@rmcucc.org)

Summary Ministry Description:

*In a short paragraph, reflect on where your church is going and what it might look like when you get there. What do you need to get there? Who are you seeking to join you on this part of your church's faith journey?*

**We are working to foster the congregational community and spiritual exploration that CUC members and visitors value. We recognize the changing ways that people worship and are continuing to evolve the methods in which we serve God and our community. We recognize**

that CUC has a significant need to strengthen the ways we minister to and engage our 25-40 year old demographic. This requires someone who has talents and gifts in inviting and connecting with this group while also having a vision for the changes that CUC needs to make to serve the larger ministry and advocating for these changes. We want a technologically savvy associate pastor who understands and leads our social media drive and has a heart and desire to do church in a new way, incorporating our vision for modernizing our facilities with an eye to expanding or revamping our worship services.

Photographs:

*Insert 1 – 3 images of your church, its people, its parsonage or building or gathering space, etc.*





What we value about living in our area (2 – 3 sentences):

**Our community offers year round recreational opportunities, easy access to a variety of cultural venues and events, excellent schools and several major universities nearby.**

Current size of membership: **778**

Languages used in ministry (*other than English*):

Position Title: **Associate Pastor**

Position Duration (*choose one, delete the other options listed*): Settled

**Settled: A called position intended for longer-term ministry in which the minister moves church membership to the congregation and moves standing to related association**

Compensation Level (*choose one, delete the other options listed*):

**Full Time**

Does the total support package meet conference compensation guidelines?

**Yes**

## 1b. SCOPE OF WORK

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*(add here the Scope of Work developed by your church using the Call Agreement Workbook)*

Core Competencies:

*(List three core competencies that you imagine could be foundational in your next minister's relationship with the church. For example, a church seeking a pastoral care minister might hope to call someone who is caring, sensitive and sociable, while a church seeking an executive minister might want an organized, detail-oriented and time-conscious person.)*



**Visionary  
Engaging  
Strong Communicator**

## 1c. COMPENSATION AND SUPPORT

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Salary Basis (*from the Call Agreement Workbook, equal to Cash Salary plus Value of Parsonage/Housing Allowance*):

**\$55,000 - 65,000 annually**

Benefits (*choose one*):

**Additional benefits offered are health insurance and annuity**

What is the expected living situation for your next minister (*e.g. parsonage, living nearby with a housing allowance, living elsewhere to commute as needed*)?

**Living nearby with a housing allowance**

Comment on the residential/commuting expectations for your next minister.

**We would hope/expect our Associate Pastor to live in Littleton or the Southwest Denver area within reasonable commuting distance.**

State any incentives (*e.g. school debt reduction or retention bonus after a certain number of years in position*):

**CUC offers a generous relocation allowance.**

Describe peer and professional supports available for ministers in your association/conference:

**Our conference offers support of a strong collegial staff and association / conference clergy support.**

If applicable, describe how your church will adopt part-time adjustments in the pastoral schedule to support a minister's bi-vocational employment:

**N/A**

## 1d. WHO IS GOD CALLING TO MINISTER WITH US?

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Describe the ministry goals you envision your next minister co-collaborating with the congregation to achieve.

**Developing a modern ministry model to more effectively serve and engage the under 40 crowd specifically while supporting and maintaining overall ministry to the congregation as a whole.**

Describe how your vision of the minister you are now seeking will assist the congregation in making an impact beyond its walls.

**Teaching and empowering congregational members to connect and advocate using God's love in the local community in a way that is meaningful for different individuals.**

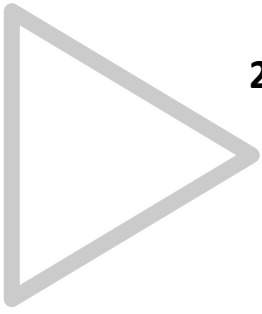
Specify language requirements or culturally-specific capacities preferred in a next ministerial leader, and why those matter to the congregation's sense of calling.

**Desired understanding of how to connect with diverse local communities in Denver's south metro area as CUC grows and evolves. No additional language skills beyond English are required. Littleton, CO, is predominantly an English-speaking community.**

Based on what you have learned about who your church is, who your church's neighbor is, and who God is calling the church to become, describe four areas of excellence from *The Marks of Faithful & Effective Authorized Ministry* that your next minister will display to further equip the congregation's ministry in these areas.

- **Strengthening inter- and intra-personal assets**
- **Building transformational leadership skills**
- **Caring for all creation**
- **Participating in theological practices**





## 2. WHO IS GOD CALLING US TO BECOME?

“You shall love the Lord your God with all your heart, and with all your soul, and with all your mind.” (Matthew 22:37 NRSV)

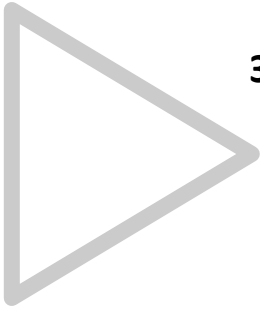
Who is God calling you to become as a congregation?

**Our vision is that all people seeking a relationship with God can come to CUC and find a welcoming community that will accept, care and provide the means by which they can explore and celebrate their relationship with God and be challenged to live their faith in accordance with the teachings of Jesus Christ.**

Describe how God is calling you to reach out to address the emerging challenges and opportunities of your community and congregation.

*For example, describe two experiments your congregation has initiated or engaged in the past year, what were the results and where do you see your next steps? Has your church had a multi-year strategic plan or vision statement; if so, where do you see that plan/vision taking you?*

**We recognize the need to enrich and evolve the involvement of our youth within the overall life of the church and grow the inter-generational engagement. We also recognize the need to further engage and connect a wider range of congregational members in the life of our church and local community. Our community needs a safe emotional environment and set of resources to seek and provide support to each other.**



### 3. WHO ARE WE NOW?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

- a. CONGREGATIONAL REFLECTIONS
- b. 11-YEAR REPORT
- c. CONGREGATIONAL DEMOGRAPHICS
- d. PARTICIPATION AND STAFFING
- e. CHURCH FINANCES
- f. HISTORICAL INFORMATION

#### 3a. CONGREGATIONAL REFLECTIONS

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Describe your congregation’s life of faith.

*For example, what beliefs and commitments are stated in your congregation’s purpose statement or membership vows? How is God most often described in worship liturgy? In what ways would you describe the Holy Spirit in your midst?*

**At CUC all people seeking a relationship with God can find a welcoming community that will accept them, care for them, provide the means by which they can explore and celebrate their relationship with God, and be challenged to live their faith in accordance with the teachings of Jesus Christ.**

**Columbine United Church seeks to inspire and sustain a faith driven church environment where members, friends and seekers of all ages may explore and develop their personal relationship with God. We seek to grow our faith through the teachings of Jesus Christ and the study of scripture, critical thought and theological exploration, and in fellowship with others, regardless of racial, ethnic or religious background, gender, or sexual orientation.**

Describe several strengths or positive qualities of your congregation.

**We value unconditional positive regard for all people and warmly embrace whomever chooses to walk through CUC’s doors.**

**We encourage the process of life-long faith development and welcome people wherever they are within their faith and life journey to help them grow and explore their paths forward.**

**We encourage the joyful sharing of resources and talents and the actualizing of each person's divine potential. We actively serve in our local and global communities and offer opportunities for individuals to share their gifts.**

Describe what worship is like when your congregation gathers.

*For example, where does worship take place, and what is it based around? What was a recent baptism like? What are some words used to describe good preaching?*

**When you walk through the doors of Columbine United Church, you immediately feel the hum of a thriving community. People are laughing and talking. There is a sense that all people are welcome and celebrated for who they are. Children dart among legs of parents, and teens hang out in groups. Families of all ages worship together. Individuals come to find moments of solace and to meditate on possibilities. Partners find moments of peace and simple joy together. Lifetime friendships blossom and flourish. Questions are asked and the big questions of life are explored. Lessons are taken into the coming week to use in our day-to-day lives. All around you is the power of a loving, forgiving, and hopeful God. As a visitor, you know in your heart that Columbine United Church will be a place that will welcome you.**

Describe the educational program/faith formation vision of your church.

*For example, how are young people in leadership? How do people continue to form their faith over a lifetime? Name a topic studied or curriculum used recently; what was the impact of this study on those who attended?*

**At Columbine United Church we believe children are the sprouts that will continue to grow and flourish in their relationship and understanding of God's purpose. We strive to guide our young minds build upon these foundations and embody these teachings as they grow. Our adult education programs continue to encourage and challenge participants to explore their own faith journeys and learn from other religious teachings and faiths.**

Describe how your congregation is organized for ministry and mission.

*For example, how are decisions communicated in your church? How are teams or committees organized? Where does your church struggle for vision?*

- When it comes to decision-making, how many hours are spent in meetings per month?
- Think of a time when action had to be taken quickly, for example when a crisis or disaster occurred. How was that accomplished?

- Can you provide the next minister with a copy of an organization structure, bylaws and/or annual report to further explain the patterns of the church's activity and governance? [Yes/No]

**CUC staff holds primary responsibility for the management of day-to-day operations and also provides significant input to the church Council for decision making and strategic planning and direction. In the event of emergencies, the church staff responds quickly and timely to situations. Individuals are invited to participate and are empowered to take action. Examples include**

- \* **2017 flooding in Houston**
- \* **2016 Participation with community non-profit leadership to respond to a fire in a resident housing facility. CUC members immediately mobilized to pack and move elderly residents to new housing.**
- \* **2013 Thompson canyon flooding**

**Aside from church staff, the committee structure consists of approximately fifty people who participate in three primary Boards: Ministries and Missions, Property and Finance, and Staff Parish Relations. Each Board meets monthly for 60-90 minutes and is comprised of committee chairpersons related to the functions of the respective Board. Those committee chairs then take direction from their Board to guide committee activities.**

**Planning and decisions are guided by church by-laws and strategic plan, and they are communicated to the larger congregation through weekly email blasts, annual meetings, Sunday bulletins, social media and congregational meetings. Congregational members are invited to ask questions, provide input and participate in conversations to ensure that the collective voice of CUC is incorporated. Congregational input on specific, important concerns is invited through periodic informational meetings.**

**(We are happy to provide reference materials including church by-laws.)**

### **3b. 11-YEAR REPORT**

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(add here the 11-Year Report developed with the help of your conference staff, UCC Data Hub, and MissionInsite)

**See attached document for 11-Year report.**

**NOTE: Due to our ecumenical composition, only 1/3 of our membership is represented in our 11-Year report as it pertains to UCC membership. The numbers presented below represent our full membership across the UCC, UMC and PCUSA.**

### 3c. CONGREGATIONAL DEMOGRAPHICS

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Describe those who participate in your church.

|  |      | <i>Is this number an estimate? (check if yes)</i> |
|--|------|---|
| Number of active members:                                | 778  | yes   |
| Number of active non-members:                            | 400  | yes   |
| Total of church participants (sum of the numbers above): | 1178 | yes   |

**\*\* We anticipate that we have approximately 1200 active participants in CUC at present time.**

Percentage of total participants who have been in the church:

|                                  |     | <i>Is this number an estimate? (check if yes)</i> |
|----------------------------------|-----|---|
| More than 10 years:              | 30% | yes   |
| Less than 10, more than 5 years: | 60% | yes   |
| Less than 5 years:               | 10% | yes   |

Number of total participants by age:

| 0-11 | 12-17 | 18-24 | 25-34 | 35-44 | 45-54 | 55-64 | 65-74 | 75+ | <i>Are these numbers an estimate? (check if yes)</i> |
|------|-------|-------|-------|-------|-------|-------|-------|-----|--|
|      |       |       |       |       |       |       |       |     |  |



**Our membership system tracks the following age ranges which combines some of the above age categories. We have the estimated counts for the following age ranges:**

- 0-17: 200**
- 18-24: 111**
- 25-39: 88**
- 40-59: 208**
- 60-79: 297**
- 80+: 64**

Percentage of adults in various household types:

|                                  |       | <i>Is this number an estimate? (check if yes)</i> |
|----------------------------------|-------|---|
| Single adults under 35:          | 10%   | yes   |
| Households with minors:          | 40%   | yes   |
| Single adults age 35-65:         | 5%    | yes   |
| Joint households with no minors: | 30%   | yes   |
| Single adults over 65:           | 5-10% | yes   |

***NOTE: These percentages above are considered as a basis of the overall participants (both active members and active non-members).***

Education level of adult participants by percentage:

|                         |      | <i>Is this number an estimate? (check if yes)</i> |
|-------------------------|------|---|
| High school:            | 0-5% | yes   |
| College:                | 80%  | yes   |
| Graduate School:        | 10%  | yes   |
| Specialty Training:     | 5%   | yes   |
| Other (please specify): | n/a  | yes   |

Percentage of adults in various employment types:

|                                    |     | <i>Is this number an estimate? (check if yes)</i> |
|------------------------------------|-----|---|
| Adults who are employed:           | 72% | yes   |
| Adults who are retired:            | 25% | yes   |
| Adults who are not fully employed: | 3%  | yes   |

Describe the range of occupations of working adults in the congregation:

**Blue collar to professional.**

Describe the mix of ethnic heritages in your congregation, and the overall racial make-up. Most UCC congregations tend to describe themselves as “diverse.” Yet, the vast majority of UCC congregations are mono-cultural. What does diversity mean in your context?

**Although we welcome people from all ethnic demographics, our congregation is currently primarily caucasian.**

Has your congregation recently had a conversation about welcoming diversity, or do you plan to hold one on the near future (perhaps using, for example, the Welcoming Diversity Inventory)? Please note the date. Comment after the exercise:

**We regularly provide sermon series and adult educational programs that address, encourage and embrace diversity. Our conversations include but are not limited to diversity in gender, race, religion, and issues pertaining to mental health.**

### 3d. PARTICIPATION AND STAFFING

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Complete the following chart. Please leave blank any fields that are not applicable to your congregation.

| Ways of Gathering                    | Estimated number of people involved in attendance | Who plans each of the listed gatherings? <i>(list any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i> |
|--------------------------------------|---|---|
| Adult Groups or Classes              | 150-175   | pastors and some congregational members   |
| Baptisms <i>(number last year)</i>   | 10  | pastors   |
| Children's Groups or Classes         | 50-75   | Children & Youth Coordinator, Next Generation committee members, volunteer congregation members   |
| Christmas Eve and Easter Worship     | 1200 each holiday                                 | CUC pastors & Staff, Worship committee  |
| Church-wide Meals                    | 250   | CUC Staff, Fellowship committee, volunteer congregation members   |
| Choirs and Music Groups              | 50  | CUC Music Director  |
| Church-based Bible Study             | (see Adult & Children's participant count)        |   |
| Communion <i>(served how often?)</i> | Average 300 / Sunday                              | Served every Sunday; planned by CUC Staff, Worship committee  |

|  |  |   |
|--|--|---|
| Community Meals                                    | serving hot meals to community = 25-50 members;<br>Food collection for food banks = 500 participants | volunteer congregational members, Missions committee;   |
| Confirmation ( <i>number confirmed last year</i> ) | 6-10   | CUC Staff & pastors   |
| Drama or Dance Program                             | N/A  |   |
| Funerals ( <i>number last year</i> )               | 30   | CUC Staff & pastors   |
| Intergenerational Groups                           | N/A  | NOTE: we host many intergenerational church activities but not groups per se                    |
| Outdoor Worship                                    | 100  | Easter Sunrise Service - CUC Staff & pastors, volunteer congregational members                  |
| Prayer or Meditation Groups                        | N/A  |   |
| Public Advocacy Work                               | < 5  | Ministry & Missions Board   |
| Retreats   | 30-50  | Children & Youth Coordinator, Next Generation committee members, volunteer congregation members |
| Theology or Bible Programs in the Community        | N/A  |   |
| Weddings ( <i>number last year</i> )               | 25   | CUC Staff & pastors   |
| Worship (time slot: 8:00 am)                       | Average 80 / Sunday  | CUC pastors & Staff, Worship committee  |
| Worship (time slot: 10:00 am)                      | Average 220 / Sunday   | CUC pastors & Staff, Worship committee  |
| Young Adult Groups or Classes                      | N/A  |   |

|  |                      |  |
|--|----------------------|--|
| Youth Groups or Classes                            | 20-30 each week      | Children & Youth Coordinator, Youth leaders, volunteer congregation members                              |
| Other: Virtual / distance participation            | Average 80 per week  | Virtual attendance through live service streaming & viewing recorded services posted online (YouTube)    |
| Other: Monthly alternative inter-religious service | Average 30 per month | Evening service incorporates Yoga, meditation & group discussion. CUC Staff & pastors, volunteer members |

Additional comments:

List all members or regular participants in your congregation who are ordained, licensed, or commissioned ministers. Indicate those with current United Church of Christ Three-Way Covenants (i.e. serving in a congregation) or Four-Way Covenants (i.e. serving in a ministry beyond a congregation).

| Name                       | Three- or Four-Way Covenant?<br><i>(3 or 4 or No)</i> | Ministry Setting        | Type of Ministry Role      | Retired?<br><i>(Y or N)</i> |
|----------------------------|---|-------------------------|----------------------------|-----------------------------|
| Dr. Rev. Steve Poos-Benson | Three-Way Covenant                                    | Columbine United Church | Senior Pastor              | N                           |
| Rev. Jane Ritterson        | Three-Way Covenant                                    | Columbine United Church | Part Time Associate Pastor | N                           |
| Dr. Rev. Tom Rehling       | Three-Way Covenant                                    | Columbine United Church | Part Time Associate Pastor | N                           |
| Dean Pickett               | Three-Way Covenant                                    | Columbine United Church | Licensed Lay Minister      | Y                           |
| Rev. Bill Kaseman          |   |                         |                            | Y                           |
| Rev. Dan Parker            |   |                         |                            | Y                           |

If one or more previous pastors or retired ministers currently hold membership in the church, describe their role(s) in the life of the congregation:

**N/A**

List all current staff, including ministers. Exclude the position you are seeking to fill. Indicate which staff person serves as head of staff.

| Staff Position                | Head of Staff?                        | Compensation<br>(full time, part<br>time, volunteer) | Supervised<br>by                  | Length of Tenure for<br>current person in this<br>position |
|-------------------------------|---------------------------------------|--|-----------------------------------|--|
| Dr. Rev. Steve<br>Poos-Benson | Head of Staff<br>and Senior<br>Pastor | full time  | CUC Council                       | 34 years   |
| Rev. Jane<br>Ritterson        | Associate Pastor                      | part time  | Dr. Rev.<br>Steve Poos-<br>Benson | 3 years  |
| Dr. Rev. Tom<br>Rehling       | Associate Pastor                      | part time  | Dr. Rev.<br>Steve Poos-<br>Benson | 1 year   |
| Josie Hamlen                  | Executive<br>Secretary                | full time  | Dr. Rev.<br>Steve Poos-<br>Benson | 8 years  |
| Dani Way                      | Youth &<br>Children's<br>Coordinator  | full time  | Dr. Rev.<br>Steve Poos-<br>Benson | 1 year   |
| Tag Worley                    | Facilities &<br>Technology<br>Manager | full time  | Dr. Rev.<br>Steve Poos-<br>Benson | 7 years  |
| Lindsey<br>Stevenson          | Business<br>Manager                   | part time  | Dr. Rev.<br>Steve Poos-<br>Benson | 1 year   |

|            |                   |           |                            |          |
|------------|-------------------|-----------|----------------------------|----------|
| Mitch Samu | Director of Music | full time | Dr. Rev. Steve Poos-Benson | 10 years |
|------------|-------------------|-----------|----------------------------|----------|

#### REFLECTION

Reflection: After reviewing the congregational demographics and activities above, what does this information reflect about your congregation’s overall ministry?

**CUC provides a wide range of ministerial programs and services to its congregation and community participants. Our church staff and pastors operate as a high functioning group and the structure of CUC’s Boards and committees is strong. We need ways to evolve the diversity and number of our volunteers in order to truly achieve our vision and potential.**

### 3e. CHURCH FINANCES

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Current annual income (dollars used during most recent fiscal year)

| Source  | Amount   |
|---|----------|
| Annual Offerings and Pledged Giving   | 726,938  |
| Endowment Proceeds <i>(as permitted within spending policy, such as a cap of typically 4.5%-5% on total return)</i> | \$16,245 |
| Endowment Draw <i>(beyond what is permitted by spending policy, “drawing down the principal”)</i>                   | n/a      |
| Fundraising Events  | n/a      |
| Gifts Designated for a Specific Purpose   | \$49,255 |
| Grants  | n/a      |
| Rentals of Church Building  | \$13,050 |
| Rentals of Church Parsonage   | n/a      |
| Support from Related Organizations <i>(e.g. Women’s Group)</i>  | n/a      |

|                                 |                  |
|---------------------------------|------------------|
| Transfers from Special Accounts | n/a              |
| Other (specify):                | n/a              |
| Other (specify):                | n/a              |
| <b>TOTAL</b>                    | <b>\$805,488</b> |

Current annual expenses (dollars budgeted for most recent fiscal year): **\$771,827**

*Attach most recent church budget, spending plan, operating statement, or annual treasurer's report as shared publicly with the congregation, or – if your church does not pass an annual budget – list current budgeted expenses here.*

Considering total budgeted expenses for the year, compare total ministerial support. What is the percentage?

**36%**

Has the church ever failed to pay its financial obligations to a minister of the church?

**No**

Is your church 5-for-5, i.e. does it include each of the following contributions during the church year? *(indicate those included during the most recent fiscal year)*

- X** Our Church's Wider Mission (OCWM – Basic Support)
- One Great Hour of Sharing
- Strengthen the Church
- Neighbors in Need
- Christmas Fund

In what way is OCWM (Basic Support) gathered? If calculated as a percentage of operating budget, what is that percentage? *(recommended 10%)*

What is the church's current indebtedness?

Total amount of loan debt: **\$0**

Reason for debt:

Are capital and other payments current? -

If a building program is projected or underway, describe it, including the projected start/end date of the building project and the total project budget.



**Building project projected for 2019-2020. In initial phases of fundraising which will determine budget. Expecting project costs in \$1.3 - 1.5M range.**

If the church has had capital campaigns in the last ten years, describe: **N/A**

| Year(s) | Purpose | Goal | Result | Impact |
|---------|---------|------|--------|--------|
|         |         | \$   | \$     |        |
|         |         | \$   | \$     |        |

If a capital campaign is underway or anticipated, describe:

| Year(s) | Purpose             | Goal   | Result    | Impact                             |
|---------|---------------------|--------|-----------|------------------------------------|
| 2019    | Building renovation | \$1.5M | \$ongoing | Modernization & refresh facilities |
|         |                     | \$     | \$        |                                    |

Describe the prominent mission component(s) involved in the most recent (or current) capital campaign.

Does your church have an endowment?

**Yes**

What is the market value of the assets?

**\$350,000**

Are funds drawn as needed, regularly, or under certain circumstances?

**As needed for cash flow, 1 to 2 times per year**

What is the percentage rate of draw (last year, compared to 5 years ago)?

**Last year ~ 11%**

Describe draw on endowment, if any, to meet operating budget expenses for the most recent year and the past five years:

**Withdrew \$40k in the summer last year for cash flow purposes which was replaced with year end stock gifts**

At the current rate of draw, how long might the endowment last?

**Stock gifts replaced our draw last year, so we are not anticipating a detrimental.**

Please comment on the above calculations or estimates:

Other Assets

**All reserves and investments rolled into the \$350,000 figure presented above.**

**Reserves (savings): \$**

Investments (other than endowment): \$

Does your church have a parsonage?

Fair market rental value of the parsonage:

How is the parsonage used?

Street / City / State / Zip:

Finished square footage:

Number of Bedrooms, Number of Bathrooms:

Assessed real estate value:

Available for minister residence: Y/N

Expected minister residence: Y/N

Condition of structure, systems and appliances

Entity in the church responsible for review and needed repairs

Describe all buildings owned by the church:

**CUC owns one building. Our facility has the following features:**

- **A sanctuary that seats 300+ for worship**
- **A fellowship hall with kitchen that provides table seating for about 120 and an adjoining deck that overlooks the playground**
- **An office wing with 6 offices**
- **A nursery on the main floor**
- **A small meeting room (parlor)**
- **An adult education room that accommodates about 80 people (fireside room)**

- **Lower level**
  - **8 Church school rooms on the lower level**
  - **Functional kitchen**
  - **Storage areas**
- **Outdoor children's playground**
- **Prayer garden outside of sanctuary**

Describe non-owned buildings or space used or rented by the church:

**CUC is adjacent to an elementary school. We use their fields, grounds and overflow parking occasionally during all-church picnics and Vacation Bible School.**

Which spaces are accessible to wheelchairs? (*worship space, pulpit, fellowship space, facilities, etc.*)

**The entire building is wheelchair accessible with the exception of the lower level church school rooms.**

Reflection: After reviewing the church's finances and assets described above, what does this information reflect about your congregation's mission and ministry?

*For example, when was a time the church made a major budget change? How is the budgeting process done? What new ministry initiative has your church financed?*

**Although we still operate within fairly conservative financial boundaries, we feel financially confident in the fact that we do not carry large debt or obligations. It is important that we are conservative in our spending, our decisions are pragmatic, and we are careful in our spending commitments. All our committees submit an annual budget, and we look ahead to anticipate fundraising activities and mitigate risk. We operate with a balanced budget and a full time staff. We have plans to modernize and update our facilities.**

### 3f. HISTORICAL INFORMATION

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Name one to three significant happenings in the history of your church that have shaped the identity of your congregation. Add the most important event in the life of your church in the past 10 years.

**Most significant happenings:**

- 1. Columbine High School shootings**
- 2. Positive long tenure of Dr. Rev. Steve Poos-Benson**
- 3. Evolution of building facilities (remodel)**

Describe a specific change your church has managed in the recent past.

**The recent departure of Executive Pastor Rev. Justin Spurlock has been one of gratitude and smooth transition. This has indicated a significant evolution in the ability of CUC to successfully manage organizational change.**

Every church has conflict, some minor, some larger. "Where two or three are gathered, there will be disagreement...." Describe your congregation's values and practices when it comes to conflict.

*For example, what is an example of a recent conflict and something your congregation learned from it? Describe an occasion when your church experienced conflict without being able to resolve it well. Does your church have policies, protocols or structures for dealing with conflict?)*

**CUC has a history of dealing with conflict with care, compassion and respect.**

**We have a staff policy manual which outlines the process for fairly facilitating the resolution of staff conflict and performance issues. If necessary, a decision to terminate is made by the Head of Staff in conjunction with CUC's Staff Parish Relations Committee. A serious ethical breach would be handled according to the denominational guidelines.**

**Significant congregational conflicts are managed by the Church Council which serves as our highest authority in congregational matters. When concerns are raised the Church Council takes the issues under advisement. Open meetings are then held with the congregation to share pertinent information and facilitate discussion. The Church Council makes a final decision to resolve the matter based on what they believe to be in the best interest of the congregation as a whole.**

Ministerial History (include all previous ministerial staff for the past 30 years)

| Staff member's name | Years of service | UCC Standing (Y/N) |
|---------------------|------------------|--------------------|
| Kenneth Biel        | 14               | UCC                |
| Steve Poos-Benson   | 34               | PCUSA              |
| James Symons        | 7                | PCUSA              |
| Bill Francis        | 3                | PCUSA              |
| Rebecca Kemper-Poos | 7                | UCC                |
| David Hartman       | 7                | PCUSA              |
| Justin Spurlock     | 6                | PCUSA              |
|                     |                  |                    |

**NOTE: Because we are an ecumenical congregation all of our called pastors have full standing in all three denominations. The denominations listed above indicate the denominations of the pastor's ordination.**

Comment on what your church has learned about itself and its relationship with persons who provided ministerial leadership:

**We recognize that we are unique and blessed in having long tenured pastoral leadership and support. CUC values and trusts its ministerial relationships, empowers pastoral Ministries, supports its pastors financially, and provides appropriate time off for vacations, study leave, and sabbaticals.**

Has any past leader left under pressure or by involuntary termination?

Y/N/Ask us

**Yes**

Has your church been involved in a Situational Support Consultation?

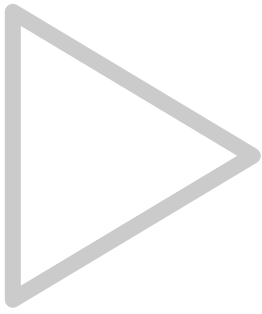
Y/N/Ask us

**No**

Has a past pastor been the subject of a Fitness Review while at your church?

Y/N/Ask us

**No**



## 4. WHO IS OUR NEIGHBOR?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

- a. COMMUNITY VISION
- b. MISSION InSite

### 4a. COMMUNITY VISION

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How do the relationships and activities of your congregation extend outward in service and advocacy?

*For example, which service activities has your church participated in this past year?  
Where has the church participated in global connections of care and justice? What is currently transformational in your church’s engagement with neighbors near or far?*

- **Second Wind - a community project focused on teen suicide prevention**
- **Crop Walk**
- **Love Inc. - a program using church volunteers to teach, train and mentor lower income people in the community.**
- **El Porvenir (Nicaragua) - a partnership mission to help build wells and provide clean water for small villages.**
- **Flood/disaster relief - our congregation mobilizes quickly to respond to disasters. Last year we sent over 500 clean up bucket kits to Texas to help with flood recovery.**
- **Food Banks**
- **Habitat For Humanity**
- **Family Promise - volunteers from our congregation help provide food and shelter for homeless families.**
- **Annual Youth Mission Trips**
- **Feed My Starving Children**
- **Unicef**
- **Jefferson County Action Center - food and clothing bank support to local community, school supplies for back-to-school, Christmas toys**
- **Operation Christmas Child**

- **Salvation Army Christmas angel tree**

Describe your congregation's participation in meetings, relationships and activities connecting the wider United Church of Christ (association / conference / national setting).

**Our staff tends to be most involved in the denominational activities in which they were ordained. We occasionally have members that attend conference meetings and serve as conference representatives for CUC.**

Many local churches love to tell the story of what they are doing in the community to transform lives. Some have identified certain aspects of their witness into the wider community using language shared with other UCC congregations. (Find more information as desired at [ucc.org](http://ucc.org).) Check any statements below that apply to your UCC faith community.

- Accessible to All (A2A)
- Creation Justice
- Economic Justice
- Faithful and Welcoming
- God Is Still Speaking (GISS)
- Border and Immigrant Justice
- Inter-cultural/Multi-racial (I'M)
- Just Peace
- Global Mission Church
- Open and Affirming (ONA)**
- WISE Congregation for Mental Health
- Other UCC designations:
- Designations from other denominations
- None



Reflect on what the above statement(s) mean(s) to your community. Is your congregation interested in working toward any of the above statements of witness in the near future?

**CUC is involved in supporting a variety of local and global organizations and community needs. We believe in caring for the collective needs of our world through our congregational activity and passions.**

**We have many in-house programs that address the above UCC statements of witness designations. We currently do not have plans to pursue additional official participation in the national denominational programs.**

Describe your congregation's participation in ecumenical and interfaith activities (with other denominations and religious groups, local and regional).

**Mission and Outreach activities are a significant part of the overall programming at CUC. We believe that faith is something you do, not just something you believe. Our Missions Committee provides a wide variety of opportunities to serve our community and our world. We collect food to feed the hungry, provide services to the homeless, and much more! Service projects are available to the congregation throughout the year.**

**We know how valuable everyone's time is, and for those that are limited with their availability, we initiated the "One and Done" service effort projects. One and Done projects have provided flood clean-up supplies and hygiene kits for victims of local flooding, "Feed the Need" donations of meals in the Denver metro area, blankets for the "Linus Project," holiday cards for heroes and Thanksgiving bags for CUC families in need.**

If your congregation has a mission statement, how does that mission statement compare to the actual time spent engaging in different activities? Think of the range of activities from time spent gathering, to governance, to time spent going out.

**The mission statement guides the work of the staff, committees and members. Members of CUC are actively engaged in mission work locally and globally. Time spent ranges from a handful of hours on individual activities to months-long initiatives on a congregational scale.**

Reflect on the scope of work assigned to your pastor(s). How is their community ministry and their ministry in and on behalf of the wider church accounted for in the congregation's expectations on their time?

**First priority is always the work in and with the congregation. Beyond this top priority, the congregation is supportive of the pastors being involved in denominational work as negotiated with the Head of Staff and the Church Council.**

#### 4b. MISSION InSite

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Comment on your congregation's MissionInsite report with data for your neighborhood(s) or area. What trends and opportunities are shown?

**We don't see significantly shifting trends in the surrounding neighborhoods.**

How do your congregation's internal demographics compare or contrast to a) the neighborhoods adjacent to your church, and b) other neighborhoods with which your church connects?

**It is the same.**

How are the demographics of the community currently shaping ministry, or not?

**We are very aware of white privilege and educate ourselves accordingly. We take opportunities to explore this and the evolving diversity of Colorado and our nation and how Christians incorporate God's love into our actions.**

What do you hear when you talk to community leaders and ask them what your church is known for?

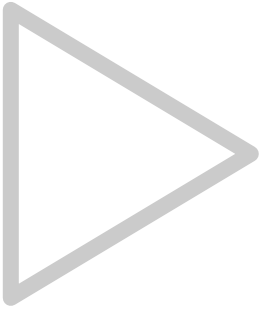
**Many community groups comment on the fact that our congregation is actively involved providing strong leadership, volunteer workers, financial and in-kind support.**

**We are also known through out the community for our inclusive and progressive nature.**

What do new people in the church say when asked what got them involved?

**Often new people report that they were invited by a friend, found us on Social Media or the Web, or attended a program or function at our church. They became curious and decided to check us out. Once they become acquainted with CUC they discover a wide variety of options and became self-activated based on their interests.**

**Many visitors and new members report that they simply connect with CUC's message, worship style and contemporary music offerings. These are elements that they haven't been able to find collectively in their search for a new church home. We bring a blend of tradition as well as a challenge to broaden their spiritual journeys to new ideas and learnings.**



## 5. REFERENCES

Name up to three people who have agreed to serve as phone and written references. Advise the three references: “The contact information you provide may be shared publicly. Please use contact information that you feel comfortable giving to candidates so they can reach you with their questions.”

Make sure they are not members of your church but are persons who know your church well enough to be helpful to candidates seeking more information. Request a letter from each reference in answer to the four prompts below. Attach the letters (up to three) as desired.

### REFERENCE 1

**Rev. Justin Spurlock**  
**Senior Pastor**  
**Grace Presbyterian Church**  
**720.608.0373**  
**jspurlock@gmail.com**  
**Former Executive Pastor, Columbine United Church**

### REFERENCE 2

**Rev. Rebecca Kemper Poos**  
**Senior Pastor**  
**First Congregational Church of Buena Vista**  
**719.525.6890**  
**revbecca@aol.com**  
**Former Associate Pastor, Columbine United Church**

### REFERENCE 3

**Rev. Don Shrum**

**Senior Pastor**

**Genesis Presbyterian Church**

**303.973.9399**

**genesis@wispertel.net**

**Professional colleague to Rev. Dr. Steve Poos-Benson**

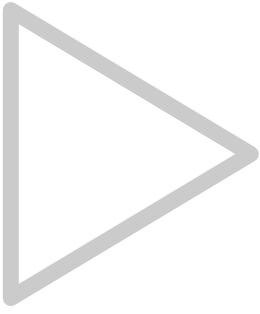
### PROMPTS FOR REFERENCES

Describe some areas of strength in this church's ministry.

Describe some areas for improvement in this church's ministry.

Describe a significant experience you have had of this church's ministry.

Anything else you wish to share.



## 6. CLOSING THOUGHTS

- a. CLOSING PRAYER
- b. STATEMENT OF CONSENT
- c. CONFERENCE/ASSOCIATION VALIDATION

### 6a. CLOSING PRAYER

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*Include here any prayer or dream for the minister you imagine journeying toward you... a poem, for example, or a Scripture passage or a piece of music that is meaningful to your Search Committee:*

#### **OUR DEEPEST FEAR**

**By Marianne Williamson**

**Our deepest fear is not that we are inadequate.  
Our deepest fear is that we are powerful beyond measure.  
It is our light, not our darkness  
That most frightens us.**

**We ask ourselves  
Who am I to be brilliant, gorgeous, talented, fabulous?  
Actually, who are you *not* to be?  
You are a child of God.**

**Your playing small  
Does not serve the world.  
There's nothing enlightened about shrinking  
So that other people won't feel insecure around you.**

**We are all meant to shine,  
As children do.  
We were born to make manifest  
The glory of God that is within us.**

**It's not just in some of us;  
It's in everyone.**

**And as we let our own light shine,  
We unconsciously give other people permission to do the same.  
As we're liberated from our own fear,  
Our presence automatically liberates others.**

## 6b. 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 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 opinions 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.

1. Which individuals and groups in the church contributed to the contents of this Local Church Profile? *(for example, church council or consistory, transition team, etc.)*

### **CUC Pastor Search Committee**

2. Additional comments for interpreting the profile:

Signed:

Name / Title / Date:



Chair, Pastor Search Committee

June 15, 2018



## 6c. VALIDATION BY CONFERENCE/ASSOCIATION

The congregation is currently in good standing with the association / conference named.

Staff Comment:

To the best of my knowledge, ministerial history information is complete.

Staff Comment:

To the best of my knowledge, available church financial information is presented thoroughly.

Staff Comment:

My signature below attests to the above three items.

Signature: 

Name / Title: Erin Gilmore

Email: erin@rmcucc.org

Phone: 801-694-6300

Date: 6.11.2018

**UNITED CHURCH**  
OF CHRIST



This document is created through support to Our Church's Wider Mission (OCWM) and is only possible through the covenantal relationships of all settings of the United Church of Christ.

*"Jesus answered them, 'Have faith in God!'" – Mark 11:22*