

# UNITED CHURCH OF CHRIST

## LOCAL CHURCH PROFILE

First Congregational Church  
741 East High Street  
Milton, WI 53563

Settled Part Time Pastor

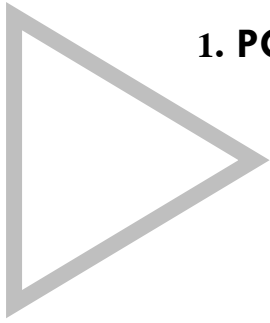
Southwest Association  
UCC Conference or Association Staff Contact Person:  
Rachel Bauman  
Associate Conference Minister  
608-630-2992  
rbauman@wucc.org

[June 12, 2024]

### LOCAL CHURCH PROFILE CONTENTS

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*“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)*



## 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: First Congregational Church

Street address: 741 East High Street, Milton, WI 53563

Supplemental web links: <http://www.firstcongmilton.org>

Facebook: [First Congregational Church, Milton Wisconsin](#)

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

Conference: Wisconsin Conference

Association: Southwest Association

UCC Conference or Association Staff Contact Person:

Rachel Bauman

Associate Conference Minister

608-630-2992

[rbauman@wcucc.org](mailto:rbauman@wcucc.org)

Summary Ministry Description:

This established church in beautiful Milton Wisconsin is looking to fill a part-time pastoral position. We are a smaller church with a traditional, accepting, and loyal congregation. We are looking for someone who is energetic and welcoming of a wide range of viewpoints. We are eager to extend our hope and mission into our community and to welcome new families into Christian fellowship.

Photographs:



What we value about living in our area:

The Milton community is blessed with excellent schools and generally low cost of living. There is a very good selection of nearby shopping and restaurants, and easy access to high quality medical services. Milton offers many opportunities to enjoy the city and surrounding area. Milton has a great city library and attached Storybook Garden. The Gathering Place Senior Activity Center offers activities for all ages including open-air summer concerts at their newly added Gathering Green pavilion and park. We have The Milton House Museum that was part of the underground railroad. There are also many outdoor activities such as the Ice Age Trail, and

nearby Storrs and Clear Lakes for fishing. We appreciate the caring, close-knit, small-town atmosphere, and strong Midwest community values that Milton provides. There is an abundance of outdoor recreational activities and an active local performing arts community in nearby Janesville. Milton is an easy drive to larger metropolitan areas including Madison, Milwaukee, and Chicago.

Current size of membership: 110

Languages used in ministry (*other than English*): None

Position Title: Solo Pastor

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

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*):

¼ Time

We are open to a shared ministry with another close-by congregation

Does the total support package meet conference compensation guidelines? Yes

## 1b. SCOPE OF WORK

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

Core Competencies:

Engaging

Good leadership skills

Mission-goal oriented

## 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*): \$32,000-35,000

*The dollar amount above represents the total amount of compensation available. We will work with our selected candidate to determine how they would like this compensation allocated (ie., between salary, housing allowance, benefits, pension, etc).*

What is the expected living situation for your next minister?

*Living elsewhere to commute as needed*

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

*There are no residential/commuting restrictions for the pastor, so long as they can uphold the terms of their contract.*

State any incentives: *Newly updated audio-visual and broadcasting system*

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

*The Wisconsin Conference, UCC provides Seminary Debt Reduction Grants which are based on need and may be renewed annually for up to five years. Additionally, The Wisconsin Conference offers support for authorized ministers through a robust Communities of Practice (COP) program. These facilitated peer groups offer both support and professional growth opportunities. The Wisconsin Conference also offers continuing education grants available to authorized ministers. The Damascus Project, an online learning community offered through the Wisconsin and Minnesota Conferences, provides a variety of opportunities for continuing education. The Wisconsin Conference encourages both personal and professional growth of authorized ministers through its Coaching program.*

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

*We understand that this is a part-time position. The church can be flexible and may be able to adapt to adjustments in the pastoral schedule in case of bi-vocational employment. This would be determined on an individual basis.*

## 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.

Grow membership while encouraging current members to be more involved. Create a youth group. Be more visible in the community.

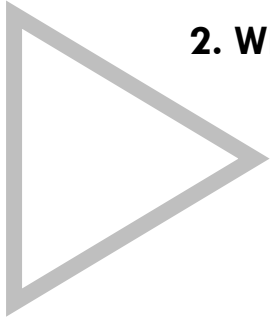
Describe how your vision of the minister you are now seeking will assist the congregation in making an impact beyond its walls.

Lead in home communion with the assistance of a member of the congregation.

Help us continue assisting local shelters and missions, i.e. Milton Food Pantry, Meals on Wheels, and men's and women's shelters in Janesville. Help us to expand our outreach services

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

None at this time



## 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?

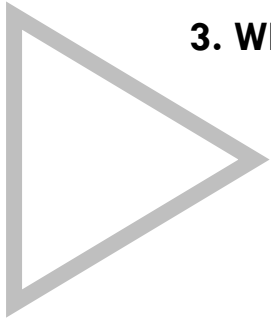
Followers of Jesus, supporters of our community and role models for our children.

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

Adding technology. Challenged by COVID-19, we started our Facebook live ministry, and we have continued this. We have upgraded our audio-visual equipment to supplement Facebook and in-person services.

As a congregation, we are very willing to help out when asked. Such as with items for the Milton Food Pantry and for our local after-school program for the youth in our community. We do this by donating needed items and volunteering as needed. Our current interim pastor asked for volunteers to help with a food kitchen outside of Milwaukee and got more volunteers than needed.

We are in the process of reorganizing our leadership team and rewriting our bylaws to better reflect our current needs.



### 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.

We have a relaxed style of worship where we emphasize Jesus and his teaching. We look to worship to provide inspiration for our life of faith and guidance for the week ahead. We are community minded, drawn to service and enjoy being together.

Describe several strengths or positive qualities of your congregation.

Friendly, welcoming, wanting to help those in our community

Describe what worship is like when your congregation gathers.

Worship takes place in the church sanctuary, but on occasion we have had outdoor services. Worship is based on scriptural readings, bell choir, and special music. As a congregation, we enjoy a message that involves humor and practical life lessons. Sermons are typically based on the Revised Common Lectionary, and on the UCC Book of Worship. There is a pleasant informality to the church service, and a special welcome for children. Children are active in the service as acolytes and ushers, etc. Older youth may function as lectors, provide special music, and serve on some committees.

There is a pastoral-led children’s message integrated into the usual Sunday worship service. After the children’s message, the children go downstairs for Sunday School. Currently there is no vacation bible school/summer program. There have been no recent adult bible study classes for several years, but there is some interest.



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?

For the pastor it will be 1 or 2 hours a month

- Think of a time when action had to be taken quickly, for example when a crisis or disaster occurred. How was that accomplished?

When the church flooded a text/email notice was immediately sent out and folks just got to work. Someone received quotes and this information was shared over email/texts and a decision was made. The benefit of a small and close-knit church community is that we can respond to issues quickly. We trust each other.

- 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. We recently made changes to our bylaws to reflect the smaller size of our congregation. We are happy to share these documents with a candidate.

**3b. 11-YEAR REPORT**

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**UNITED CHURCH OF CHRIST**  
**ELEVEN YEAR CHURCH PROFILE BASED ON DATA REPORTED IN UCC YEARBOOKS**

Church#: 861720      Schedule: 0      First Congregational UCC      Milton      WI      53563  
 Assoc: 836

YEAR	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	CONFIRMATION	CONFESSION	TRANSFER OR REAFFIRM	DEATHS OR TRANS OUT	OTHER LOSSES	NET MEMBS ADDS-REMOVED
2011	201	54	15	0	0	4	9	0	-5
2012	198	50	18	0	0	3	6	0	-3
2013	198	50	18	0	0	0	0	0	0
2014	162	54	12	0	0	0	5	31	-36
2015	169	55	12	9	0	0	2	0	7
2016	169	55	12	0	0	0	0	0	0
2017	163	39	7	0	0	1	7	0	-6
2018	162	44	7	0	0	0	1	0	-1
2019	163	38	4	2	0	0	2	0	0
2020	163	38	4	0	0	0	0	0	0
2021	159	25	0	0	0	0	4	0	-4

YEAR	CURRENT EXPENSES	CAPITAL PAYMENTS	BASIC SUPPORT	TOT OTHER UCC GIVING	TOTAL OCMW	OTHER GIFTS	WIDER MISSION	BASIC SUPP% CURR LOCAL	TOTAL EXPEND	PLEDGES AND OFFERINGS
2011	\$75,493	\$0	\$0	\$0	\$0	\$14,710	\$14,710	0.00	\$90,203	\$69,658
2012	\$75,425	\$0	\$0	\$0	\$0	\$4,940	\$4,940	0.00	\$80,365	\$61,613
2013	\$75,425	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$75,425	\$0
2014	\$75,495	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$75,495	\$60,763
2015	\$78,866	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$78,866	\$71,241
2016	\$78,866	\$0	\$0	\$729	\$729	\$0	\$729	0.00	\$79,595	\$0
2017	\$72,425	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$72,425	\$60,758
2018	\$57,341	\$0	\$0	\$1,000	\$1,000	\$0	\$1,000	0.00	\$58,341	\$54,821
2019	\$64,367	\$0	\$0	\$1,000	\$1,000	\$12,857	\$13,857	0.00	\$78,224	\$54,563
2020	\$64,367	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$64,367	\$0
2021	\$64,367	\$0	\$0	\$0	\$0	\$0	\$0	0.00	\$64,367	\$0

% CHANGE	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	TOTAL ADDITIONS	TOTAL REMOVALS	CURR LOCAL EXPENSES	TOTAL OCMW	TOTAL EXPENDITURE
2016-2021	-5.92	-54.55	-100.00	0.00	0.00	-18.38	-100.00	-19.13
2011-2021	-20.90	-53.70	-100.00	-100.00	-55.56	-14.74	0.00	-28.64

Please note: Zero values ("0" or "\$0") may reflect missing information in some years. Christian Education/Faith Formation refers to Church School Enrollment for all figures before 2007.

### 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:	31	Estimate
Number of active non-members:	3	Estimate
Total of church participants (sum of the numbers above):	34	Estimate

Percentage of total participants who have been in the church:

		<i>Is this number an estimate? (check if yes)</i>
More than 10 years:	91%	Estimate
Less than 10, more than 5 years:	9%	Estimate
Less than 5 years:	0%	Estimate

Number of total participants by age:

0-5	6-18	18-34	35-49	50-64	65-74	75 +	<i>Are these numbers an estimate? (check if yes)</i>
3	3	0	3	10	6	9	Estimate

Percentage of adults in various household types:

		<i>Is this number an estimate? (check if yes)</i>
Single adults:	4	Estimate
Joint household with minors:	4	Estimate
Joint household with no minors:	7	Estimate
Single parent with children at home:	1	

Education level of adult participants by percentage:

		<i>Is this number an estimate? (check if yes)</i>
High school:	25	Survey results
College:	3	Survey results
Graduate School:	2	Survey results
Specialty Training:	4	Survey results

Percentage of adults in various employment types:

		<i>Is this number an estimate? (check if yes)</i>
Adults who are employed:	22	Survey results
Adults who are retired:	7	Survey results
Adults who are not fully employed:	1	Survey results

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

The congregation represents a wide mix of white and blue-collar occupations, representative of the community as a whole

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 conducted a survey. The majority of the respondents welcome diversity and inclusion. A small minority were not comfortable with openly gay or trans individual.

### 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	Currently none	The church board is hoping to grow these in the future
Baptisms ( <i>number last year</i> )	1	Pastor/Guardian
Children's Groups or Classes	0	
Christmas Eve and Easter Worship	Christmas Eve 2022 = 52 Easter 2022=36	Pastor, Church Board
Church-wide Meals	20-25	Church Board or Church Members
Choirs and Music Groups	10	Bell Choir Director
Church-based Bible Study	4	Pastor
Communion ( <i>served how often?</i> )	Monthly	Pastor and Church Board
Community Meals	~200	Chicken BBQ Fundraiser Chili Supper Fundraiser
Confirmation ( <i>number confirmed last year</i> )	2022=0	Bill Whitford, Church Member
Funerals ( <i>number last year</i> )	2022=3	Pastor and Family
Outdoor Worship	2022=0 2021=25	Pastor & Church Board
Prayer or Meditation Groups	12	Church Member
Public Advocacy Work	10-15	Meals on Wheels, Food Pantry/Community Action, Milton Area Youth Center
Weddings ( <i>number last year</i> )	2022=0	

Worship (time slot: _____)	10-11 am	Pastor/Church Board
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Additional comments: *We are hoping to grow our church and are open to adding youth and adult activities.*

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 (full time, part time, volunteer)	Supervised by	Length of Tenure for current person in this position
Organist		Part time	Church Board	5 years
Treasurer		Volunteer	Church Board	18 years
Groundskeeper		Part time	Church Board	20+ years
Custodian		Part time	Church Board	7 years
Bell Choir Director		Part time	Church Board	7 years
Maintenance		Part time	Church Board	10+ years

### REFLECTION

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

*Our congregation wants our church to continue to serve the surrounding community. This includes welcoming all who consider Jesus Christ to be their savior and want to learn more about how to strengthen their relationship with him.*

### 3e. CHURCH FINANCES

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

Source	Amount
Annual Offerings and Pledged Giving	\$31,425.00

Endowment Proceeds ( <i>as permitted within spending policy, such as a cap of typically 4.5%-5% on total return</i> )	\$15.00
Endowment Draw ( <i>beyond what is permitted by spending policy, “drawing down the principal”</i> )	\$
Fundraising Events	\$3,199.56
Gifts Designated for a Specific Purpose	\$31.00
Grants	\$
Rentals of Church Building	\$
Rentals of Church Parsonage	\$
Support from Related Organizations ( <i>e.g. Women’s Group</i> )	\$
Transfers from Special Accounts	\$
Other (specify): Misc	\$2,096.00
<b>TOTAL</b>	<b>\$36,766.56</b>

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

Has the church ever failed to pay its financial obligations to a minister of the church? **Ministerial support accounts for 85% of the church budget.**  
**The church budget can be made available for review.**  
**The church has never failed to pay its financial obligations to a minister, and currently has no debt.**  
**The church owns the main building and a separate garage.**  
**The church is fortunate to have some endowment funds that can be utilized in certain circumstances.**



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)

- 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?

OCWM Basic Support is typically generated via special offering/collection.

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.

We are working on a beautification project.

We have already updated the AV equipment and added TVs in the sanctuary.

Our current budget is \$25,000

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

We rely heavily on the endowment.

### 3f. HISTORICAL INFORMATION

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

Staff member’s name	Years of service	UCC Standing (Y/N)
Herbert Saunders	25	
David Peterson	5	

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

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

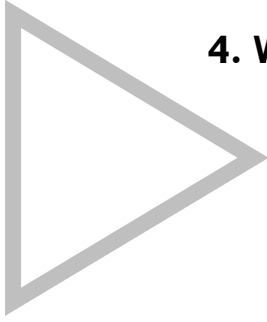
No

Has your church been involved in a Situational Support Consultation?

No

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

No



## 4. WHO IS OUR NEIGHBOR?

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

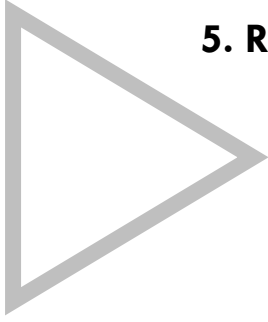
- a. COMMUNITY VISION
- b. MISSION InSite

### 4a. COMMUNITY VISION

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

The church supports our local food pantry and men’s shelter. We also participate in the local Meals on Wheels program



## 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

Retired Pastor Herbert Saunders  
Mobile Phone: 608-290-7012

### 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.

## 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.*)

*Tressa Snow*

*Tracy Hegg*

*David Snow*

*Marie Rickard*

*Erin Kotthaus*

*Shawn Willson*

Signed: Tressa M Snow

Date: 3/2/2024

6c. VALIDATION BY CONFERENCE/ASSOCIATION

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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: Rev. Rachel Bauman/Associate Conference Minister  
Email: rbauman@wcucc.org  
Phone: 608-630-2992  
Date: June 12, 2024

**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*