



Name of congregation(s) or cluster

Presbytery

Name(s) of congregations           A  
  B  
  C  
  D  
  E

Profile approved by church council/congregation on

### Purpose

This profile should be prepared by the congregation(s) and Presbytery in consultation and can be used:

- as a record of mission planning
- as an evaluation of congregation programs

It is also specifically designed to assist the placement process. Congregations are encouraged to update their profile regularly.

### Contents

- Section 1: Identity – to be completed for each congregation in the placement
- Section 2: Context
- Section 3: Mission directions and goals
- Section 4: Leadership
- Section 5: Summary profile
- Section 6: Presbytery – to be completed by Presbytery Pastoral Relations Committee

Congregations complete sections 1 to 5 and Presbytery complete section 6

### Enclosures

List all the documents attached to the profile:

1. Floor plan of residence
2. Copy of last year's audited financial statement  
(please include any accumulated reserves, including any bequests or designated gifts)
3. Copy of this year's budget and actual (year to date)
4. Copy of next year's budget if possible
5. Other

One of the ways to think about a congregation's life is in terms of identity (what sense of church do people share?). This includes context (in what community does the church live and minister?); direction (what goals have the congregation set and how will it pursue these goals?); leadership (who exercises leadership, and how is leadership encouraged?). This profile covers each of those areas.



**Key features of your congregation**

1.1 Composition

		Cong A	Cong B	Cong C	Cong D	Cong E
Membership	Number of confirmed members					
	Number of baptised members					
	Number of members in association					
Leadership	Number of elders					
	Number of church councilors					

1.2 Services of worship

	Cong A	Cong B	Cong C	Cong D	Cong E
Number of services of worship each week					
Total number at worship each week					
Total number at worship twelve months ago					

1.3 During the last two years there were (provide numbers)

	Cong A	Cong B	Cong C	Cong D	Cong E
Baptisms					
Confirmations					
Transfers from other congregations					
Transfers to other congregations					
Marriages					
Funerals					

1.4 What groups exist in your congregations? How many people attend these meetings and activities?

1.5 Are these numbers (for baptisms etc. and group attendance) up or down from the two previous years? Why has this change occurred?

1.6 Changes in the congregation/s

Congregation A is \_\_\_\_\_ and is \_\_\_\_\_

Congregation B is \_\_\_\_\_ and is \_\_\_\_\_

Congregation C is \_\_\_\_\_ and is \_\_\_\_\_

Congregation D is \_\_\_\_\_ and is \_\_\_\_\_

Congregation E is \_\_\_\_\_ and is \_\_\_\_\_

1.7 How have the congregations changed over the past five years?



1.8 What languages are spoken in the life of your congregation by

Individuals	
Groups	
Congregations in worship	

1.9 What ethnic groups are represented in the congregations? What percentage of the congregation does each represent?

Ethnic group	Cong A	Cong B	Cong C	Cong D	Cong E
	%	%	%	%	%
	%	%	%	%	%
	%	%	%	%	%
	%	%	%	%	%
	%	%	%	%	%
	%	%	%	%	%

1.10 What aspects of your church's life are most valued by attenders?

	Value placed	Comments
Sharing in Holy Communion, the Eucharist or the Lord's Supper		
Sermons, preaching or Bible teaching		
Traditional style of worship or music		
Contemporary style of worship or music		
Practical care for one another in times of need		
Prayer ministry for one another		
Bible study, prayer groups or discussion groups		
Social activities or meeting new people		
Ministry for children or youth		
Wider community care or social justice		
Reaching those who do not attend church		
Presence of a church school or preschool		
Openness to social diversity		

1.11 Does the congregation have a particular ministry focus?

Indigenous Australians

Multi-cross cultural groups

Particular needs groups

Please provide details of this ministry



### Facilities

1.12 Is there a church office?

1.13 If Yes, where is it located and what hours of the week is it open?

1.14 Do the staff have offices at the church?

1.15 Where is the minister's office located?

If Other, where?

1.16 Is there a manse?

If Yes, where is it located?

1.17 What is the congregation's email address?

1.18 What is the congregation's website?

1.19 Is the church property shared with another Uniting Church congregation?

1.20 Is the church property shared with a Uniting Church agency?

1.21 Is the church property shared with a non-Uniting Church congregation?

If Yes, please provide details

### Linked or clustered congregations

This section is to be completed where linked or clustered congregations relate to the proposed placement.

1.22 In what ways do the congregations interact?

1.23 List any groups where the congregations interact.

1.24 Give details of any agreements entered into for the sharing of ministry across the congregations

1.25 Do the congregations have separate church councils or a joint church council?





1.34 How do your elders participate in decision-making?

1.35 Worship services and activities

	Average attendance	Time of service	Frequency	Style of service
1				
2				
3				
4				
5				

1.36 Groups such as home fellowship, Bible study, children's groups

	Name	Frequency	Average attendance	Leadership minister/other
1				
2				
3				
4				
5				

**From the mission study of your congregation**

1.37 What are two or three missional activities that your congregation does best?

1	
2	
3	

1.38 What are two or three missional activities that your congregation would like to do better?

1	
2	
3	



1.39 List any major institutions in which the congregation has specific ministry and mission (for example schools, prisons, tertiary education, hospitals, aged care) and indicate the nature of the ministry and who offers leadership from the congregation.

Institution	Nature of ministry	Leadership

1.40 Provide any comments relating to these ministries, for example who is involved, ecumenical participation, current minister's involvement.

1.41 Are any major changes or developments anticipated within the congregation(s) in the next three/ five years, such as sudden growth, amalgamations, sale of property, new buildings, other?

1.42 Other comments about ministry and God's mission that the church council wants to offer

### Describe the key features of your community and district

2.1 Please provide a weblink to data about your community

2.2 Which one of these BEST describes your community?

For help with these questions go to quickstats for your area at

[www.censusdata.abs.gov.au/ABSNavigation/prenav/LocationSearch](http://www.censusdata.abs.gov.au/ABSNavigation/prenav/LocationSearch)

2.3 Population: numbers, age break-up

Total population of the community

Major age group and percentage

Major age group	0-19	20-39	40-59	60-79	80+
%	%	%	%	%	%

The population of the community is



- 2.4 The percentage of Aboriginal people in the community %
- 2.5 What relationships do the congregation presently have with Aboriginal people?
- 2.6 Is the congregation involved in any covenanting activities? If Yes, how?
- 2.7 What ethnic groups are represented in the community?
- 2.8 What are the major economic activities in the community?
- 2.9 What is the socio-economic status of the community?
- 2.10 What makes this a very enjoyable community to live in?
- 2.11 Where are the points of stress and pain in the community?

### **Mission directions**

In answering the questions in this section you will be able to draw on both the long-term work of the congregation relating to goals and directions, and also the work done in the mission study that occurred when a new placement is sought.

- 3.1 What is the congregation's vision?
- 3.2 Has your congregation engaged in *Project Plenty*?





3.3 (a) What are the congregation's priorities for its mission directions?

3.3 (b) What is the congregation's mission statement?

3.4 List any goals which have been adopted by the congregation for the next three to five years.

1	
2	
3	
4	
5	

4.1 What are the formal leadership bodies in the congregation?

4.2 The minister is expected to be an

4.3 What is done in the congregation to encourage lay leadership?

4.4 What will be the principal responsibilities of a new ministry agent?

### Ministerial team and staff

4.5 Name and designation of ministerial team – specified ministries (Minister of the Word, deacon, pastor, other)

Name	Designation

4.6 Name and designation of other people employed by the congregation (for example family worker, office staff)

Name	Designation

Are job descriptions available for the above positions?

Is there a designated team leader?

If Yes, is this the new ministry person?



4.7 How are responsibilities allocated (for example by a particular person or consultatively)?

4.8 Are there any ministers-in-association?

If Yes, who?

*Note this term of service will cease if there is a change of placement in the congregation (Reg 2.4.16)*

4.9 How many accredited lay preachers?

How many non-accredited lay preachers?

4.10 Are there any other lay persons fulfilling specified ministries in the region, for example lay people authorised to conduct the sacraments, marriage celebrants, school or other chaplaincies?

### Placement to be filled

4.11 The congregation is seeking an

4.12 What is the date at which the current placement ends or an additional placement may commence?

4.13 If replacement is indicated, who is being replaced?

4.14 Is there a preference for (tick as many as you wish)

Minister of the Word

Resourcing minister

Exit student

Minister of Deacon

Pastor

Please explain why you chose these forms of ministry leadership.

4.15 Is the congregation seeking a full-time or part-time placement?

4.16 What are the top four or five gifts/skills and/or passions that you consider are particularly required to fill this placement and why?

1	
2	
3	
4	
5	



### Summary page

Please keep responses to brief dot points.

Name of congregation(s) or cluster

Presbytery

5.1 Information about the congregation, for example membership, attendance at worship, number of services each week, existing groups, number of baptisms, marriages, funerals, nature of congregation (stable?)

5.2 What the congregation does best and what it values

5.3 Context of the congregation i.e. makeup of the local community

5.4 The direction and goals of the congregation

5.5 Ministry agent – which specified ministry, for example leadership, lay staff, responsibilities

Signature

Date

Position held

Please send this form to your Presbytery / PRC



### Presbytery comments

Presbytery

Name of congregation(s) or cluster

6.1 Does the Presbytery support the mission directions identified by the congregation(s) for the next three/five years?  
(Section 1.41 and Section 3)

6.2 Presbytery comment

6.3 What do the Presbytery consider to be the mission opportunities for the congregation(s) in the next three/five years?

6.4 Does Presbytery comment on the above differ at any point from the congregation(s) comment in this profile?  
If Yes, please elaborate

6.5 Does the Presbytery consider that the congregation(s) should proceed to a new placement at this time?  
Presbytery comment

6.6 For which of the following ministries does the Presbytery consider that the position is suitable?

Minister of the Word

Resourcing minister

Exiting student

Ministry of Deacon

Pastor

Reasons

6.7 Is priority placement recommended?

Reasons

6.8 Does the Presbytery consider that any changes to placement responsibilities or relationships are required at this time?

If Yes, please elaborate



6.9 Date of the most recent Presbytery inspection of the residence

Is the Presbytery satisfied that adequate and appropriate accommodation will be available, having regard to the Synod requirements for ministers' residences?

If No, what steps are being taken to remedy the situation?

6.10 Is the Presbytery satisfied that adequate financial support for the placement and other congregation expenses will be available

from the congregation(s) alone                      with help from Presbytery and/or Synod

If neither box is ticked above, please elaborate

6.11 Does the Presbytery wish to make any additional comments?

6.12 Earliest date at which placement may become effective

Joint Nominating Committee Chairperson

Name	
Phone	
Address	
Email address	

Date of Presbytery Pastoral Relations Committee meeting

Signed

Chairperson/Secretary of Pastoral Relations Committee

Date on which form is forwarded to Synod

### PRC and Synod Boards

Please send the completed and signed profile to the Associate General Secretary Queensland Synod, PO Box 674, Brisbane 4001 or email to [placements@ucaqld.com.au](mailto:placements@ucaqld.com.au)

Office use only	Received date
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