



Revised 2/2012

PRESBYTERIAN CHURCH (U.S.A.)  
CHURCH LEADERSHIP CONNECTION  
100 WITHERSPOON STREET  
LOUISVILLE, KY 40202-1396  
Toll Free 1-888-728-7228 ext. 8550  
Fax # (502) 569-5870  
www.pcusa.org/clc/

## Church Information Form (Part I) Step 1 of 5

Church/Organization ID 8778  
Church/Organization Name Webster Presbyterian Church  
Mailing Address 201 West NASA Parkway  
City Webster State TX Zip Code 77598  
Telephone Number 281-332-1251 Fax Number 281-557-9552  
Email wpcipnc@websterpresby.org  
Web site www.websterpresby.org

## Step 2 of 5

Church Size<sup>1</sup> (Select one)

- Under 100 members
- 101 - 250 members
- 251 - 400 members
- 401 - 650 members
- 651 - 1000 members
- 1001 - 1500 members
- More than 1500 members
- N/A

Average Worship Attendance<sup>1</sup> 267

Church School Attendance 90 (includes midweek youth programs)

Church School Curriculum Presbyterian curriculum for all ages, Wired Word, Covenant Group Studies , and Presbyterian Youth Connection

Check if certified as eligible for participation in the Seminary Debt Assistance Program

<sup>1</sup> The church size, attendance data, and ethnic composition were obtained from the 2011 WPC Annual Statistical Report.

## CIF (Part I) - Step 3 of 5

### Ethnic Composition Of Congregation<sup>1</sup> (in whole %):

Enter the percentage of each racial ethnic component of your congregation.

2% African American  
96% Caucasian  
       Chinese  
1% Hispanic Mexican/Central American  
       Hispanic Puerto Rican  
1% Japanese  
       Korean  
       Native American  
       Taiwanese  
       Other Asian  
       Other

## CIF (Part I) - Step 4 of 5

Presbytery: Presbytery of New Covenant Synod: Synod of the Sun

### Community Type (select one)

       Rural                             Village                             Town  
       Small City                X   Suburban                             Urban  
       Inner City                       College                             Recreation  
       Retirement                       N/A

## CIF (Part I) - Step 5 of 5

### Clerk of Session Details:

Name Mr. Gene Fisseler  
Address 15906 Turtle Bay Drive  
City Houston State TX Zip Code 77062  
Preferred Phone 713-537-2158 Alternate Phone 713-504-1962  
E-mail gfisseler@gmail.com  
FAX 281-557-9552 (church office)

# Church Information Form (Part II)

## Step 1 of 7

Church/Organization ID 8778

Church/Organization Name, City, State Webster Presbyterian Church, Webster, Texas

**Position To Be Filled** (select one)

- |   |   |
|---|---|
| <input type="checkbox"/> Associate Pastor (Christian Education)     | <input type="checkbox"/> Campus Ministry                              |
| <input type="checkbox"/> Associate Pastor (Youth)                   | <input type="checkbox"/> Chaplain                                     |
| <input type="checkbox"/> Associate Pastor (Other)                   | <input type="checkbox"/> Pastoral Counselor                           |
| <input type="checkbox"/> Associate Pastor (Young Adult)             | <input type="checkbox"/> Church Educator (Non-ordained)               |
| <input type="checkbox"/> Pastor (Solo)                              | <input type="checkbox"/> Youth Director (Non-ordained)                |
| <input type="checkbox"/> Pastor (Head of Staff)                     | <input type="checkbox"/> Administrator                                |
| <input type="checkbox"/> Pastor (New Church Development/Fellowship) | <input type="checkbox"/> Church Business Administrator                |
| <input type="checkbox"/> Pastor (Redevelopment/Transformation)      | <input type="checkbox"/> Executive/Director                           |
| <input type="checkbox"/> Pastor (Tentmaker/Part-time)               | <input type="checkbox"/> Minister of Music (ordained)                 |
| <input type="checkbox"/> Pastor (Yoked/Multiple)                    | <input type="checkbox"/> Director of Music (non-ordained)             |
| <input type="checkbox"/> Pastor (Parish)                            | <input type="checkbox"/> College/Seminary Faculty                     |
| <input type="checkbox"/> Pastor (Shared Ministry)                   | <input type="checkbox"/> College/Seminary Staff                       |
| <input type="checkbox"/> Pastor (Supply)                            | <input type="checkbox"/> Mission Co-Worker (International)            |
| <input type="checkbox"/> Executive Pastor                           | <input type="checkbox"/> General Assembly Staff                       |
| <input type="checkbox"/> Co-Pastor                                  | <input type="checkbox"/> Presbytery Program Staff                     |
| <input type="checkbox"/> Designated Pastor                          | <input type="checkbox"/> Synod Program Staff                          |
| <input type="checkbox"/> Mission Pastor                             | <input type="checkbox"/> Presbytery/Synod Stated Clerk                |
| <input checked="" type="checkbox"/> Interim Pastor                  | <input type="checkbox"/> Presbytery/Synod Executive/Leader            |
| <input type="checkbox"/> Interim Associate Pastor                   | <input type="checkbox"/> Presbytery/Synod Exec/Leader & SC (combined) |
| <input type="checkbox"/> Interim Ministry (Governing Body)          | <input type="checkbox"/> Other  |

Specify Title (if appropriate) \_\_\_\_\_

**Employment Status**

Full Time                       Part Time                       Open to Either

**Years of Experience Desired**

First Ordained Call                       less than 2 years                       2 years or more  
 4 years or more                       6 years or more                       8 years or more

**Language Requirements**

English                       Spanish                       Korean                       Mandarin Chinese  
 Japanese                       Cantonese                       Taiwanese                       Other

Deadline date for this CIF, if any: \_\_\_\_\_

## CIF (Part II) - Step 2 of 7

Is this a yoked congregation?  No  Yes (If yes, please complete the Yoked Congregation Detail Form.)

## CIF (Part II) - Step 3 of 7

**Brief Church Mission Statement:** *Please limit your response to no more than 1500 characters including spaces and punctuation.*

Webster Presbyterian Church is a church with roots in the past and a promise for the future. Our Vision is

***To encounter the loving God, to nurture followers of Jesus Christ and to meet human needs.***

We have been, and are now, part of the Church universal. We have a rich history in the ever-changing community of Webster, Texas, and the surrounding Bay Area. We are a diverse congregation of all ages who serve God and seek to know and share God's love and the Gospel of Jesus Christ. We look forward to the future and endeavor to fulfill our Vision

- by encountering the loving God through scripture, worship, Christian education, and music
- by nurturing followers of Jesus Christ through mission, care, Christian education, and fellowship
- by meeting human needs through reaching out to our community and world spiritually, personally, and materially

**Narrative Questions:** *For each narrative question, please limit your responses to no more than 1500 characters including spaces and punctuation.*

**Please write a brief description of your church/organization programs or accomplishments.**

We have two worship services on Sunday morning, contemporary and traditional, and special services for Lent, Holy Week, Advent, and a Lunar Communion remembering the 1969 celebration of communion on the moon's surface. We also have annual children and youth musicals.

Our excellent music program enhances worship with vocal and hand bell choirs for adults, youth, and children, a recorder consort, string quartet, contemporary band, and individual instrumentalists.

We place an emphasis on Christian education to support the active faith of children, youth, and adults with Sunday morning classes for 2-year olds through adults. Additional Bible studies and covenant groups are available throughout the week. We also offer a unique Vacation Bible School in the evenings, which includes all generations.

Many of us engage in "hands on" mission in the community through Habitat for Humanity, Interfaith Caring Ministries, Meals on Wheels, Family Promise, and a mentoring and outreach program at a nearby elementary school. In addition, our Junior High and Senior High youth do annual mission trips.

Our youth program focuses on worship, nurture, and mission. Our goal is for the youth to discover and take charge of their journey of faith with God.

We care for ourselves and for others through our Deacons, Stephen Ministers, Prayer chain, and fellowship events for all ages.

**Describe what gifts, skills and experiences your congregation possesses to fulfill its mission.**

We are a well-educated congregation and reflect a mix of NASA/space industry employees and contractors, petrochemical industry professionals, teachers, physicians, craft persons, and many others. We thrive on our educational, cultural, and theological diversity. Our congregation draws from several contiguous towns and communities within a 15-mile radius of the church. We are resourceful, multi-talented in many areas, quick to volunteer, community leaders, Presbytery leaders, welcoming, caring, organized, dedicated, talented Bible scholars, and have a "can do" attitude.

Our commitment to mission is shown in the programs we support:

1. Interfaith Caring Ministries
2. The Institute For Civility In Government
3. Bay Area Turning Point
4. Habitat for Humanity
5. Family Promise
6. Meals on Wheels
7. Campus Christian Ministry
8. Presbyterian Outreach to Patients
9. McWhirter Elementary School (Webster, TX)
10. Francisco Coll School (Guatemala)
11. UBUNTU Mission (South Africa)
12. Vellore Christian Medical College (India)

**What are the key theological issues of our church and society that are reflected in the ministry of your congregation/organization?**

What does the Lord require of us? According to Micah, "To act justly, to love mercy, and to walk humbly with our God." Additionally, from the Brief Statement of Faith, "God ...makes everyone equally in God's image male and female, of every race and people, to live as one community." These are the key theological issues for our church and our society.

We value the strengthening of our relationship with God through corporate worship and private prayer. We value inclusiveness, reconciliation, tolerance of viewpoint, and intellectual curiosity. Our inspiration is in dynamic preaching, which addresses practical problems, to energize us to go and live as ministers in the world.

We are called to serve others through the many programs of our church, from an area assistance ministry to Stephen Ministry. Yet we search for connections in the increasingly Spanish-speaking church neighborhood with demographics that are changing in different ways than those of the greater area, which is reflected in the church.

We are fortunate in that we come from many theological backgrounds. We have, and anticipate, great blessings even as God changes the social and connectional world around us; we go forward with grace and joy.

## CIF (Part II) - Step 4 of 7

### References (Limit 3)

Below, please list three persons who know your congregation. You might list your Presbytery leadership, a neighboring pastor, or other persons whom you believe can give a clear and accurate reference for your congregation.

Name Reverend Mike Cole  
Address 1110 Lovett Blvd., Houston, TX 70006  
Phone Numbers 713-526-2585, extension 208  
Relation General Presbyter, Presbytery of New Covenant  
E-mail mcole@pbyofnewcovenant.org

Name Reverend Caressa Murray  
Address 1110 Lovett Blvd., Houston, TX 70006  
Phone Numbers 713-526-2585, extension 231 (work), 281-798-5993 (alternate)  
Relation Coordinator for Youth Ministry, Presbytery of New Covenant, former Associate Pastor  
E-mail cmurray@pbyofnewcovenant.org

Name Carlos Noriega  
Address 4630 Silhouette Drive, Katy, TX 77893  
Phone Numbers 832-428-3802  
Relation Elder, former member of Webster Presbyterian Church  
E-mail cnoriega77@gmail.com

## CIF (Part II) - Step 5 of 7

**Position Description:** *For each section please limit your response to no more than 1500 characters including spaces and punctuation.*

**Major Responsibilities:** *For what specific tasks, assignments, and program areas will this person have responsibility?*

Demonstrate spiritual leadership as our congregation grows in our faith and fulfill our ministries of mission, worship, discipleship, fellowship, and leadership.

Proclaim the Word and lead worship and the celebration of the Sacraments, weddings, and funerals.

Serve as Moderator of our Session and as a link to our Presbytery. Additionally, facilitate the church's transition to the new Form of Government as defined in the Book of Order.

Work with us in identifying and developing church leaders in all phases of our ministry.

Provide administrative leadership of the church office, staff, and volunteers.

Lead us during our transition through Interim ministry.

Assist as needed with pastoral care and the nurture of others to provide care.

**Description of characteristics and qualifications needed in a person who will fill this position:**

Our Interim Pastor must be grounded in Scripture, embrace Reformed theology, exhibit wisdom and sound judgment, and be able to articulate priorities reflective of God's grace. To work with the congregation, Session, and other church leaders in setting challenging goals for growth and revitalized mission, our Interim Pastor must have a demonstrated record of strong leadership and administrative capabilities.

We seek an individual who will inspire our members to grow more deeply in their faith in Jesus Christ and as disciples, and will equip God's people for meaningful ministry. We hope to call a mentor, a model, a coach who will enable and empower disciples, according to their gifts, allowing WPC to reach the un-churched, grow disciples, and send God's people into the community - reach, grow, send.

Because our congregation views worship as a vital aspect of our church life, we value clear, concise, and dynamic communication skills in the pulpit. Other important characteristics of the Interim Pastor include warmth, compassion, humility, and patience.

**Primary Skill Choices: Select up to 10 skills from the list below which you would like to see in the person filling this position.**

- |  |  |
|--|--|
| <input type="checkbox"/> Administration of Programs                      | <input checked="" type="checkbox"/> Administrative Leadership              |
| <input type="checkbox"/> Adult Ministry                                  | <input type="checkbox"/> Budget Preparation                                |
| <input type="checkbox"/> Building Renovation/Property Development        | <input type="checkbox"/> Children's Ministry                               |
| <input type="checkbox"/> Choir Directing                                 | <input checked="" type="checkbox"/> Communication (Written/Oral)           |
| <input type="checkbox"/> Community Ministries                            | <input type="checkbox"/> Community Service and Leadership                  |
| <input checked="" type="checkbox"/> Conflict Management/Mediation Skills | <input type="checkbox"/> Congregational Communication                      |
| <input type="checkbox"/> Congregational Fellowship                       | <input type="checkbox"/> Congregational Home Visitation                    |
| <input type="checkbox"/> Congregational Redevelopment/Revitalization     | <input type="checkbox"/> Corporate Worship/Sacraments                      |
| <input checked="" type="checkbox"/> Counseling                           | <input type="checkbox"/> Cross Cultural Collaboration/Cultural Proficiency |
| <input type="checkbox"/> Curriculum Building                             | <input type="checkbox"/> Defining Program Needs                            |
| <input type="checkbox"/> Development of New Educational Experiences      | <input type="checkbox"/> Ecumenical and Interfaith Activities              |
| <input type="checkbox"/> Evaluation of Program and Staff                 | <input type="checkbox"/> Evangelism  |
| <input type="checkbox"/> Facility Management                             | <input type="checkbox"/> Family Ministry                                   |
| <input checked="" type="checkbox"/> Financial Management                 | <input type="checkbox"/> Fund Raising                                      |
| <input type="checkbox"/> Governing Body Ministry                         | <input type="checkbox"/> Group Process Facilitation                        |
| <input type="checkbox"/> Hospital and Emergency Visitation               | <input type="checkbox"/> Information Technology                            |
| <input type="checkbox"/> Instrumental Music                              | <input type="checkbox"/> Involvement in Mission Beyond Local Church        |
| <input type="checkbox"/> Leadership Development                          | <input type="checkbox"/> Leadership of Staff/Volunteers                    |
| <input type="checkbox"/> Leading Music Ministry                          | <input type="checkbox"/> Legal/Tax Matters                                 |
| <input type="checkbox"/> Management of Building Usage                    | <input type="checkbox"/> Management of Equipment Resources                 |
| <input type="checkbox"/> New Church Development                          | <input type="checkbox"/> Office Management                                 |
| <input type="checkbox"/> Older Adult Ministry                            | <input type="checkbox"/> Organization /Administration                      |
| <input type="checkbox"/> Organizational Leadership and Development       | <input type="checkbox"/> Parliamentary Expertise                           |
| <input checked="" type="checkbox"/> Pastoral Care                        | <input type="checkbox"/> PCUSA Polity/Constitutional Knowledge             |
| <input checked="" type="checkbox"/> Preaching                            | <input type="checkbox"/> Problem Solving/Decision Making                   |
| <input type="checkbox"/> Project Management                              | <input type="checkbox"/> Public Relations                                  |
| <input type="checkbox"/> Rural Ministry                                  | <input type="checkbox"/> Scholarship/Publishing                            |
| <input type="checkbox"/> Small Membership Church Ministry                | <input checked="" type="checkbox"/> Spiritual Development                  |
| <input type="checkbox"/> Staffing/Human Resources                        | <input type="checkbox"/> Stewardship and Commitment Program                |
| <input type="checkbox"/> Strategic Planning                              | <input checked="" type="checkbox"/> Teaching                               |
| <input type="checkbox"/> Training Volunteers                             | <input checked="" type="checkbox"/> Transitional/Interim Ministry          |
| <input type="checkbox"/> Urban Ministry                                  | <input type="checkbox"/> Young Adult Ministry                              |
| <input type="checkbox"/> Youth Ministry                                  |  |

**Compensation and Housing.** *A range is needed for matching purposes. The maximum salary is not published anywhere.* Effective salary is cash salary plus housing allowance or manse value and other compensation considered "effective salary" by the Board of Pensions of the PC (U.S.A.).

Minimum **Effective** Salary \$ 41,000                      Maximum **Effective** Salary \$ 55,000

Housing Type                             Manse  
      X   Housing Allowance  
           Open To Either  
           Not Applicable (*For Non-pastoral Positions Only*)

**Geographic Choices.**

  X   **Suggest individuals from anywhere in the United States** (or)

       **Suggest individuals only from specific areas checked below:**

- |                               |                                    |
|-------------------------------|------------------------------------|
| <u>      </u> Alabama         | <u>      </u> Alaska               |
| <u>      </u> Arkansas        | <u>      </u> Arizona              |
| <u>      </u> California      | <u>      </u> Colorado             |
| <u>      </u> Connecticut     | <u>      </u> District of Columbia |
| <u>      </u> Delaware        | <u>      </u> Florida              |
| <u>      </u> Georgia         | <u>      </u> Hawaii               |
| <u>      </u> Idaho           | <u>      </u> Illinois             |
| <u>      </u> Indiana         | <u>      </u> Iowa                 |
| <u>      </u> Kansas          | <u>      </u> Kentucky             |
| <u>      </u> Louisiana       | <u>      </u> Maine                |
| <u>      </u> Maryland        | <u>      </u> Massachusetts        |
| <u>      </u> Michigan        | <u>      </u> Minnesota            |
| <u>      </u> Mississippi     | <u>      </u> Missouri             |
| <u>      </u> Montana         | <u>      </u> Nebraska             |
| <u>      </u> North Carolina  | <u>      </u> North Dakota         |
| <u>      </u> New Hampshire   | <u>      </u> New Jersey           |
| <u>      </u> New Mexico      | <u>      </u> New York             |
| <u>      </u> Nevada          | <u>      </u> Ohio                 |
| <u>      </u> Oklahoma        | <u>      </u> Oregon               |
| <u>      </u> Pennsylvania    | <u>      </u> Puerto Rico          |
| <u>      </u> Rhode Island    | <u>      </u> South Carolina       |
| <u>      </u> South Dakota    | <u>      </u> Tennessee            |
| <u>      </u> Texas           | <u>      </u> Utah                 |
| <u>      </u> Vermont         | <u>      </u> Virginia             |
| <u>      </u> Washington      | <u>      </u> West Virginia        |
| <u>      </u> Wisconsin       | <u>      </u> Wyoming              |
| <u>      </u> x-International |                                    |

## CIF (Part II) - Step 6 of 7

### Equal Employment Opportunity

The unity of believers in Christ is reflected in the rich diversity of the Church's membership. In Christ, by the power of the Spirit, God unites persons through baptism regardless of race, ethnicity, age, sex, disability, geography, or theological conviction. There is therefore, no place in the life of the Church for discrimination against any person. The Presbyterian Church (U.S.A.) shall guarantee full participation and representation in its worship, governance, and emerging life to all persons or groups within its membership. No member shall be denied participation or representation for any reason other than stated in this Constitution. (F-1.0403)

Each Pastor Nominating committee and Search committee is expected to undertake its search for a Teaching Elder in a manner consistent with the good news that in the church "*...as many of you as were baptized into Christ have put on Christ. There is neither Jew nor Greek, there is neither slave nor free, there is neither male nor female; for you are all one in Christ Jesus.*"

Has the Pastor Nominating committee and Search committee affirmed its intention to follow the Form of Government in this regard?

Yes

No

# CIF (Part II) - Step 7 of 7

## Pastor Nominating Committee/Search Committee Chairperson Detail:

Name Carl Allen  
Address 107 Royal Court  
City Friendswood State TX Zip Code 77546  
Preferred Phone 281-992-3772 (home)  
Alternate Phone 281-483-5126 (work)  
FAX 281-557-9552 (church office)  
E-mail Address for PNC Communications: wpcipnc@websterpresby.org

## Endorsements

Pastor Nominating Committee/  
Search Committee \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Presbytery \_\_\_\_\_ Date \_\_\_\_\_  
*Signature*

Revised 2/2012

When you enter your CIF online, the CLC system will generate an email to your Clerk of Session and presbytery for approval of the CIF. Once the CIF is submitted, the Clerk of Session and the presbytery may log in to the system and approve the CIF without waiting for the email. If you prefer, you may obtain the signatures of the PNC moderator, Clerk of Session, and presbytery, and fax this sheet to our office at 502.569.5870. This generally speeds up the approval process. Be sure to include the name, city, state, and ID number of your church on the faxed information. If you have questions, please call toll free 888.728.7228 extension 8550.