



Pastoral Call Questionnaire

Who you are &
What you are
looking for!

Thank you for reaching out as you start the process of calling a new pastor! To get started, we'd love to learn more about your church and your vision. Treat this questionnaire as a getting-to-know-you session and the beginning of your pastoral call journey. The goal is to help you think through and clarify your needs and equip us to provide you with names of candidates to consider. Please return the completed questionnaire to:

CLB Director of Operations: Paul Tjelta | **Email:** ptjelta@clba.org | **Mail:** PO Box 655, Fergus Falls, MN 56538

CHURCH NAME: _____ **LOCATION:** _____

CONTACT: _____ **PHONE:** _____ **EMAIL:** _____

May we list your church's pastoral opening & contact information on the CLB Forge website's *Pastoral Calling Process* page? _____ YES _____ NO

Calling Process for Congregations

- Contact CLB Director of Operations Paul Tjelta (218.739.3336)
- Call Committee Completes Pastoral Call Questionnaire
- Director of Operations Will Contact Call Committee with Questions
- Call Committee Creates/Refines Calling Assignment/Job Description
- Call Committee Creates/Refines Financial Package
- CLB Leadership Reviews Completed Questionnaire
- CLB Leadership Provides Names of Potential Candidates
- Call Committee Identifies Potential Candidates
- Call Committee Contacts Candidates | Has Initial Conversations
- Call Committee Interviews Top Candidate

We highly recommend taking only one candidate at a time through the interview process.

Your Story & Vision

1. Please outline the key historical events in the life of your church. (*Defining moments!*)
2. Please tell us what your church looks like today. (*i.e. attendance, ministry, community involvement, etc.*)
3. Please tell us what your church excels at.
4. Where could your church use help?

The Candidate

1. What is your congregation looking for in their next pastor? (*Strengths, expectations, etc.*)
2. How will you measure the effectiveness/“success” of a new pastor?
3. What will be the most difficult thing a new pastor will have to address in this church?
(Any concerns candidates should be aware of.)

The Call

1. Please describe your call process and who is involved in it. (*Include contact info for point person.*)
2. Do you have an updated job description/calling assignment? (*Please provide a copy. If you need help creating one, we are happy to help!*)
3. What is the church’s current financial situation? (*If willing, please provide your annual budget.*
For Internal Use Only.)
4. Do you have a financial package put together for this position? (*If so, please provide a copy.*
For Internal Use Only.)
