Search Committee

Date Posted: 12/23/2020
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Number of Members on Search Committee: 9
Email addresses of the search committee:
(Note: Make sure to separate the email addresses with a comma)
Randy Canwell is Co-Chair of Committee Email: eqlzn1.0@gmail.com
Resumes can be mail to Church at PO Box 615 Dixfield ME 04224 or emailed to us see above email addresses. Detailed Resume can be mail to us or emailed.

Concerning the Vacancy

Position(s) Open:

- Senior Minister
- Assistant Minister
- Minister of Youth
- Associate Minister
- Director of Christian Education
- Intentional Transitional Minister (ITM)
- Other:
  *It is unethical for an ITM to consider or apply for the permanent position.

This position is: An existing position

List duties of the position or a job description:

Includes and not limited to: Committed to youth, Involved with all operations of the church, Prepare and deliver meaningful sermons, Maintain office hours and schedule visits, Goal oriented (attainable goals), Interact in committees, Concern for Church's financial
status, Dedicated and established in community, Pastoral counseling, Willing to do weddings and funerals, Willing to do house, hospital, and nursing home visits, and Maintain weekly work log / journal.

**Indicate any special training or certification required:**

Education / training in theology; Reside in the community or willing to relocate; must have a driver's license; Able to provide communion and baptism. These are the basic Job Requirements.

**Indicate and special skills required:**

Includes and not limited to: Leader and Organized, Honest and Confidential, Good at connection with people / Communication; Thinks outside the box / Creative; Sensitive to people's concerns / Compassionate; Dependable; Friendly / Welcoming; Sincere; Good with kids / Youth group; Humility; Open minded;

**What does the church consider to be the most important attributes of a pastor?**
(Indicate where you place your priority on each point)

<table>
<thead>
<tr>
<th>PREACHING AND WORSHIP</th>
<th>Top</th>
<th>High</th>
<th>Med</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effectiveness as a worship leader</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Well organized sermon content</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Effective Delivery</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Preaching which deals with personal issues</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Preaching which deals with social issues</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PASTORAL CARE</th>
<th>Top</th>
<th>High</th>
<th>Med</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ability to help people develop spiritual life</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability as a counselor</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Effectiveness in dealing with crises</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to facilitate spiritual retreats</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Maintains confidentiality</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CHRISTIAN EDUCATION</th>
<th>Top</th>
<th>High</th>
<th>Med</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commitment to education ministry</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to teach</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to train teachers</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Commitment to lead Biblical/other adult studies</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CHRISTIAN MISSION AND SERVICE</th>
<th>Top</th>
<th>High</th>
<th>Med</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commitment to world missions</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Commitment to community service</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADMINISTRATION</th>
<th>Top</th>
<th>High</th>
<th>Med</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effective administrator</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to work in team relationships</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Effective promotion of stewardship</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Effective recruitment of new members</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Skill in planning and leading programs</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to recruit and promote lay leadership</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to work with boards and committees</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to supervise others</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Understanding of church finances</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PERSONAL</th>
<th>Top</th>
<th>High</th>
<th>Med</th>
<th>Low</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal integrity</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Maturity</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Sensitivity to others' feelings</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to communicate personal faith</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Effective role model</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Ability to deal with conflict</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Leadership</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
<tr>
<td>Creative planning</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
<td>⬜</td>
</tr>
</tbody>
</table>
THE CONGREGATIONAL WAY
Commitment to the NACCC  Commitment to regional/state associations  Commitment to local associations

Salary and Benefits
Salary
Base Cash Salary: (do not include value of parsonage or housing allowance)  Negotiable
Negotiable

Parsonage
Is Parsonage Provided?  No
If no parsonage, what dollar allowance is made for housing?
Fair rental value of parsonage:
How far from church is the parsonage?

Additional allocations for the ministry:
Moving Expenses:
Automobile Expenses: Negotiable
Professional Expenses: Negotiable
Parsonage Expenses:
Retirement Fund: Negotiable
Continuing Education: Negotiable
Travel to conferences: Negotiable
Hospital and Medical Insurance: Negotiable
Family Protection Plan:
Disability (Salary Continuance):

What policy do you have for reviewing the ministers’ salary? Annually
Explain:
A Committee is assigned to review all staff. Job descriptions and written contracts are part of the review.

What is the length of vacation granted? Negotiable
Do you make provision for study leave or for other continuing education on a regular basis?
Explain:
base on experience

Do you provide for sabbatical leave?
Explain:

Negotiable

Local Church Fellowship

Is your church a member of the NACCC?  Yes
Is your church a member of a state association or fellowship?  Yes
Which state association or fellowship?  Maine

List the active boards, committees and organizations of your church:

<table>
<thead>
<tr>
<th>Name Of Group</th>
<th>Group Size</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trustees</td>
<td>8</td>
<td>Oversees Finances /Property</td>
</tr>
<tr>
<td>Missions</td>
<td>6</td>
<td>Missions</td>
</tr>
<tr>
<td>Christian Education</td>
<td>6</td>
<td>Youth programs</td>
</tr>
<tr>
<td>Diaconate</td>
<td>6-12</td>
<td>Spiritual needs/assist Pastor</td>
</tr>
<tr>
<td>Others as needed</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Number of Church Members

Number of active members:  50
Number of active families: 25+

Number of members in each age category:

<table>
<thead>
<tr>
<th>Under 20</th>
<th>20-39</th>
<th>40-59</th>
<th>60+</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>15</td>
<td>11</td>
<td>19</td>
</tr>
</tbody>
</table>

Average attendance(Sunday worship):

<table>
<thead>
<tr>
<th>September to June:</th>
<th>June through August:</th>
</tr>
</thead>
<tbody>
<tr>
<td>50-70</td>
<td>40-60</td>
</tr>
</tbody>
</table>

Occupations(what percentage of membership):

<table>
<thead>
<tr>
<th>Business</th>
<th>Clerical</th>
<th>Laborer</th>
<th>Professional</th>
<th>Homemaker</th>
<th>Skilled Trades</th>
<th>Farming</th>
<th>Student</th>
<th>Retired</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>60%</td>
<td></td>
</tr>
</tbody>
</table>

Church School Numbers

Total enrollment of the church school: 12

Are church school classes held in summer?  Yes

Curriculum being used:

Education programs for adults:

<table>
<thead>
<tr>
<th>Type of program</th>
<th>Long/Short Term</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vacation Bible School in summer</td>
<td>Short Term</td>
<td>30 to 40 average attendance</td>
</tr>
<tr>
<td>Monday to Friday during the day</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
List the five most significant and meaningful programs or events in your church in the last two years:

See our survey report for details list as Questionnaire form completed for NACCC. This form was upload to NACCC.org. If you need a copy, let us know.

**Youth Organizations:**

<table>
<thead>
<tr>
<th>Type</th>
<th>Age Group</th>
<th>Total enrollment</th>
<th>Average Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

How many from your church have gone into full-time Christian vocations in the last ten years? none

**Theological Position of the Church**

On each of the following statements, choose one out of the three possible words that best identifies your congregation. Most for the majority, Some for a division or Few if it is a minority.

<table>
<thead>
<tr>
<th>Most</th>
<th>Some</th>
<th>Few</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- All faiths have statements about God which are true.
- Jesus is the fullest expression of God possible for human beings.
- Religious beliefs relate to every facet of our lives.
- Religion should remain separate from secular affairs.
- Salvation is possible only through Christ.
- The Bible should be interpreted in the light of modern scholarship.
- Evil is a real presence in the world today.
- Sin and suffering in the world are solely the result of human willfulness.
- The true nature of God is expressed through the Trinity - the Father, Son and Holy Ghost.
- The Holy Spirit is an active presence of God made known in spiritual gifts.
- Prayer has the power to change the world.
- God is personally active in our lives.
- Evolution and the Biblical account of creation are compatible with each other.

Comments on the theological position of your church:

See survey report for additional details that this form can not accommodate.

Include a statement of the Theological and Biblical position which your committee feels would be representative of the church members:

**CONFESSION OF FAITH:** As a community of believers in the Lord Jesus Christ associated together with the teachings of the New Testament for the public worship of God, for the observances of the Gospel ordinances and the Sacraments of Baptism and the Lord’s Supper, for the mutual edification and encouragement of Christian life, and for the advancement of the Redeemer’s Kingdom on earth, we declare our union of faith and love with all who love our Lord Jesus Christ. Receiving the Scripture of the Old and New Testament as the Word of God, inspired by God, the rule of faith and practice, we accept the creed known in history as the Apostle’s Creed as the doctrinal basis of our union.

That creed is as follows:

I believe in God, the Father Almighty, maker of heaven and earth, and in Jesus Christ his only begotten Son our Lord, who was conceived by the Holy Ghost, born of the Virgin Mary, suffered under Pontius Pilate, was crucified, dead, and buried. He descended into hell; the third day He rose again from the dead; He ascended into heaven, and sitteth on the right hand of God the Father Almighty. From thence He shall come to judge the quick and the dead.

I believe in the Holy Ghost, the holy catholic church*, the communion of saints, the forgiveness of sins, the resurrection of the body, and the life everlasting. Amen.

*meaning the universal Christian Church—all believers in Jesus Christ.

Your church covenant:
Believing that we have been led by the Holy Spirit of God to receive Jesus Christ as our Savior and Lord, we do now in the presence of God and his congregation, most joyfully enter into covenant with one another as a local and scriptural expression of the true body of Jesus Christ.

We, therefore, by the enabling of the Holy Spirit, do commit ourselves
• To walk together in Christian love, "making every effort to keep the unity of the Spirit in the bond of peace."*
• To strive for the growth of this church in the knowledge of God and in true fellowship and compassionate concern for one another; promoting its well-being and spirituality; sustaining its worship, ordinances, disciplines and doctrines.
• To contribute willingly and regularly to the support of the ministry, the expenses of the church, the relief of the poor, and the sharing of the Gospel of Jesus Christ.

**Buildings and Facilities**

How old are your church buildings:
Main building 1800's

Are they adequate?
Yes

Are they in good repair?
Yes

How many persons does the sanctuary seat?
140 or more

Briefly describe the church building (include information about educational and recreational facilities)
Sanctuary, attached is an Annex that includes a large open room, two school rooms, kitchen areas, restrooms, pastor's office

Is there a private study for the minister?
Yes

Do you have any plans regarding the buildings?
Explain:
We envision more activity from outside organizations to use our Annex.

Does the church own the parsonage?
No

How old is it?

How many rooms?

How many bathrooms?

Is it in good repair?

Briefly describe the parsonage:

**Church Financial Data**

Sources of income (past five years)

<table>
<thead>
<tr>
<th>Year</th>
<th>Pledges and Contributions</th>
<th>Interest</th>
<th>Rentals and Fees</th>
<th>Other</th>
</tr>
</thead>
</table>

Savings:

Endowments:

What is your total operating budget?
Benevolence Budget?

Describe methods used to underwrite the budget:

Pledges are used to operate the church. A major capital fund raiser is used for larger needs of the Church.

Expenses (past five years):

<table>
<thead>
<tr>
<th>Year</th>
<th>NACCC General Fund</th>
<th>NACCC Other Funds</th>
<th>Other Benevolences</th>
<th>Operating Expenses</th>
<th>Cap. Exp. &amp; Debt Retire</th>
</tr>
</thead>
</table>

List paid positions in your church:

- Full Time
  - Pastor: he is an independent contractor who is con
  - Organist
  - Communication Coordinator

- Part Time

Community Information

Nature of community in which church is located:

- Town

Population of town or city:

- 2550+

Population of area served:

- 12,000+

Describe the ethnic make-up of your community:

The make up: mostly white, French, Italian, and Canadian. Towns around Dixfield include Mexico, Peru, Rumford, Canton, Carthage and East Dixfield.

Is your community growing in population?

- No

Is church membership gaining or losing in the community?

Reasons:

Church membership has been same for five years. The past year we have seen families moving to Maine for other states.

Other churches in the community (list representative ones):

- Catholic, Apostolic, Seven Day Adventist, Jehovah Witness, Nazarine, Baptist, Episcopalian

Church with the largest membership:

Describe any situation existing in your church or community that might require particular skills on the part of the minister?

- Covid has cause a low attendance.

Briefly describe your public school system:

- RSU 56 and RSU 10 Grades Pre-K to 12

Number of private schools in the area:

- 1

Percentage of the community student population in private school:

List the institution(s) of higher education in the area:

- University of Maine Farmington and Rumford

List the important businesses and/or industries in the community:

- Nine Dragon Paper Mill, Irving Forest Products, Logging Companies, Hospital, School System, and many small business in the area.
What are the factors that make your community desirable?

Close to lakes, Mountains, good hunting and fishing, Hiking trails, beautiful views,

List the chief problems facing your community:
unemployment, high taxes and drug abuse.

**Participation in Community/ Interfaith/ Ecumenical Activities**

Does your church share in fellowship through Association and Conference meetings?

Describe:

Our Pastor of 20 years attended some of the Conferences over this period of time. The NACCC and CCCME are two of the organizations this church is a member.

What community groups meet in your church?

None at this time. We are looking to find groups who would like to use the Annex.

To what extent do you expect your minister to cooperate with and take leadership in community activities:

Must take leadership in community activities

To what extent do you expect your minister to accept positions on National Association and/or local conferences and Association boards and committees?

some extent

...in camping programs:

some

Describe your relationship with churches of other denominations in your community, with councils of churches, and/or other interdenominational groups:

Our retire pastor had contact with other churches and minister in the area.

**Goals of your Church**

Does your church have a mission statement? What is it?

Not at this time, but would like to develop a mission statement

Does your church have a vision statement? What is it?

Not at this time, but would like to develop a vision statement.

What definitive hopes and objectives does your congregation have for the next year?

Bring us together, reach out to our community more, bring more members to our church,

...for the next five years?

Keeping the church feeling welcomed to all. Not to be made to feel bad if you cannot go to church every Sunday, Keeping sense of community and family, increase membership, growing the church, become more known in the community, building fellowship attendance after covid, vitalize our congregation, building upgrades for improvement and a more welcoming appearance, plan an annual calendar not just three months at a time. Work the plan, promote it and do it, Monthly activities (fundraising or not) - movies, rada knives, annual banquet, Easter egg event, lobster roll events, Christmas fair, spring fling etc., Secure financial stability by consistent stewardship, operate comfortably within budget, Get members to participate whether at church or outside church involvement, reach out and communicate with other churches, grow the ladies, men's retreats and bible studies, opening the church for community activities, grow the youth programs, grow Sunday school, Being more open to changing in music, sermons to attracting more people and kids in, maintaining and demonstrating what it means to be a Christian - embracing our character as a small church, a family of faith.

How ready are your members to consider changes in their purpose and programs to achieve these objectives?
Open minded

Any other information you feel will be helpful:

Pastor’s compensation package is built around the independent contractor scenario, a written agreement and a 1099 statement is issued at the beginning of the year. This payment process has been in place with the past 3+ pastors which they preferred and the Church preferred. Compensation package ranges from a less experienced pastor to the experienced pastor. Minimum of around $35K and up to $50K. Bonus situation can be discussed. Negotiated with both parties.

Relationships

Identify your church’s experience with conflict. Indicate the extent to which each statement describes your church, using the following scale. (Rate: 1-5. Never as 1 and always as 5.)

3 - Three ✓ As a church, we respect and listen to each other and work things through without generating divisiveness.

2 - Two ✓ As a church, we try to respect and listen to each other, but it is not uncommon for differences of opinion to be a problem and for some people to choose sides.

2 - Two ✓ Some have left our church because of conflict.

2 - Two ✓ Conflict hurts our sense of unity, so we tend to not talk about it.

4 - Four ✓ Painful experience with conflict has been present, but it has been worked through and we have learned from the experience.

2 - Two ✓ We have had some painful experiences with conflict, and they linger in the background.

2 - Two ✓ Open conflict is present, and we need a minister who can help us deal with it.

Relationship with Prior Leaders

Yes ✓ We have had a solid relationship with persons involving pastoral leadership.

Yes ✓ We have had some fairly rocky moments, but we have worked them through, and relationships with pastoral leaders have grown in significant and important ways.

Yes ✓ We have had some tough times and things did not always work out.

Indicate the tenure of the last three installed persons who filled the position you are seeking to fill. Do not include interims:

<table>
<thead>
<tr>
<th>Name</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Gensel</td>
<td>2000</td>
<td>2020</td>
</tr>
</tbody>
</table>

If a previous minister is currently a member of the church, describe his or her role in the life of the congregation:

In addition to financial support, describe how your church supported the most recent person to hold the position you are now seeking to fill:

Church hired an Interim Pastor and church pledges are supporting his work.

Involuntary Terminations: Have any of the last three persons serving the position you are seeking to fill left involuntarily or under pressure?

No ✓

If yes, respond to the following:

Choose all of the issues that may have contributed to the termination:

- Conflict of personalities in the church
- Inadequate performance
- Pastoral style inappropriate for this church
Indicate, if you can, which of the following best describe the congregation's behavior toward that person prior to his/her leaving. You may select more than one:

- Civil
- Supportive
- Harsh/Indifferent

Describe what your church has learned from the experience about itself and its relationship with persons who provided ministerial leadership:

Does the church have a pastoral relations committee?

Yes

What criteria will you use to annually evaluate the pastor?

Performance, contract specifications, Goals agreed upon, etc.

What other church documents do you have available for review by a candidate?

(Include but not limited to Articles of Incorporation, By-Laws, History, Constitution, Newsletters, Bulletins, Special Observances)

Some of these that are listed: By-laws, Newsletters, Bulletin, Committee meeting notes,

File Attachments and Overview

If you are ready to submit your information, Click the [Submit] button below. If you need to revise anything, you can click on the menu at the side to go to then necessary page.

Do you want this CIF to show in the Pastorates and Pulpits:

Yes

Date Posted: 12/23/2020

On Pastorates and Pulpits:

- Currently Receiving Profiles
- Not Currently Receiving Profiles
- Position Filled

The National Association of congregational Christian Churches provides to member churches information about search processes and maintains lists of clergy seeking calls. The Association also provides information to clergy about vacancies within the Association. The Association makes no representation as to the fitness of any clergy person or the accuracy of information provided by a congregation. Each clergy person is responsible for evaluation each congregation's appropriateness to his or her calling. Each congregation is responsible for its own hiring process and decision. All terms and conditions of employment including the evaluation, supervision, and remuneration of the clergy person are the sole responsibility of the local church.