

INSTRUCTIONS TO SEARCH COMMITTEE

You will normally find in this space a statement written by the person. Here the space is used to help you use the Profile more effectively. The Profile has four important types of information.

I. BASIC OBJECTIVE DATA: Read this material fully. Does the person meet the requirements you have set for the type of leadership you want in terms of Professional Status, Education and Work History? References can provide opinions about the person and her/his ministry. The name listed in Reference 1 is always an ABC Executive or Area Minister. Phone calls are the most effective way to get such information.

II. WORK EXPERIENCE: Located on the front of the Profile. The Primary/Secondary Specialties are areas of professional skill where some competence is claimed and where a major amount of energy will be used in ministry. Do some of these match what your church needs in its leadership? Check the Rating Grid to the right of the Specialties. Is there support that the person is at least effective in these areas? The Work Experience section lists up to 22 other types of experiences. The * indicates a Specialized Focus which the person has identified in particular areas of interest in ministry.

III. WORK STYLE RATINGS: Located to the right of this area. The person has selected the raters. They might not be the same individuals as given in the Reference boxes. Do not expect there to be agreement on all 20 items. Different responses in any one area may indicate an ability to function in a variety of settings and/or circumstances. Try not to bring set ideas on the responses you want for specific items. Rather, what can you learn about the person from what is there? You may find here a resource for questions to ask in an interview to discover further the person's work style.

IV. PERSONAL NARRATIVE: Located in this box. This gives you an opportunity to get a more personalized picture of the person. Each one you read will be as different as each person. As you read each narrative notice: What additional objective information is given? What attitudes are revealed? How does the person communicate with me? How do I feel about the person after reading the narrative? By the time you finish reading the Profile you will have a great deal of information which should help you make the decision whether or not to take the next step in the process of getting to know the person.

WORK STYLE RATINGS

◆ Tends VERY Strongly ■ Definitely Tends ● Somewhat Tends

| | ◆ | ■ | ● | ● | ■ | ◆ | |
|---|---|----|----|---|----|----|---|
| 1. In most situations is quiet and reserved | | | | | | 2* | 1 |
| 2. Helps people to figure out things themselves | | | 2* | 1 | | | |
| 3. Shares opinions with others | | 2* | 1 | | | | |
| 4. In conflict situations likely to take one side | | | 1 | 1 | 1* | | |
| 5. Does own organizing | * | 2 | | | 1 | | |
| 6. Prefers to work alone | | | | * | 2 | 1 | |
| 7. Generates ideas | | 2 | 1* | | | | |
| 8. Relies on others for sense of direction | | | 1 | | 2* | | |
| 9. Makes use of conflict and confrontation | | 2 | * | 1 | | | |
| 10. Encourages others to take initiative | | 2* | 1 | | | | |
| 11. Takes innovative approaches | | | 3 | * | | | |
| 12. Places much emphasis on ABC national and world mission | 1 | 2* | | | | | |
| 13. Prefers to plan ahead | 1 | 2 | | * | | | |
| 14. Works best with groups | | 2* | 1 | | | | |
| 15. Resists criticism and adverse opinions | | | | * | 3 | | |
| 16. Drives hard to achieve objectives | | | | 2 | 1* | | |
| 17. Is often involved in community affairs | | 1* | 2 | | | | |
| 18. Emphasizes ABC relationship | 2 | 1* | | | | | |
| 19. Speaks out on controversial issues | | 1* | 2 | | | | |
| 20. Feels ethical decisions should be based on absolute standards | | | 1 | | 2* | | |

Asterisk (*) ratings represent how the ABPS registrant sees himself/herself in relation to each category. Numbers indicate the responses of the persons asked to evaluate the registrant.

Reference 1 - ABC Reg/Nat Staff

Dr James E McJunkin Jr
Philadelphia Baptist Assn
100 N 17th St, 11th Floor
Philadelphia, PA 19103-2736
215-563-7393
jemcjunkin@philadelphiabaptist.org

REFERENCES

Reference 2
REV ROBERT GRAHAM
2106 VALLEY RD
MILLER, PA
15831

610-678-2429

Reference 3

REV RICHARD G HARRIS
NATIONAL MINISTRIES
PO BOX 851
VALLEY FORGE, PA
19482-0851
800-222-3872

PERSONAL INFORMATION

Birth Date: 02/25/1970

Spouse's Name: MATTHEW

Spouse's Occupation: INFORMATION SPECIALIST

Full Name: H DIANE INGALLS-SMITH

Gender: F

Marital Status: MARRIED

Preferred Title: REV

Total # of Children: 2

Birth Year of oldest: 1994

Birth Year of youngest: 1997

CLERGY COUPLE: SPOUSE'S PROFILE AVAILABLE FROM AREA MINISTER

ID #: 063A03K25E