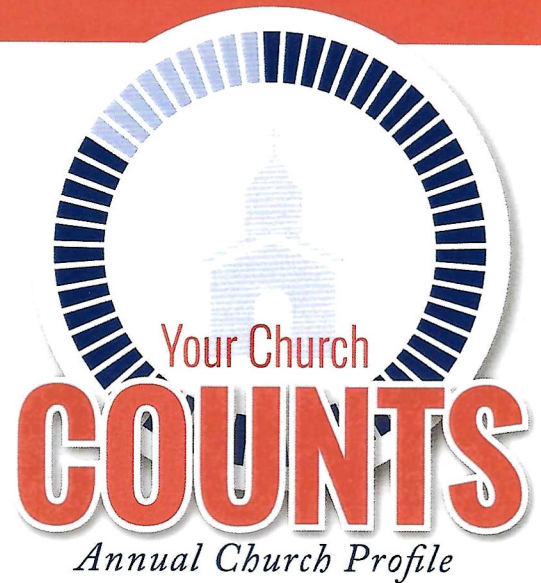




**TBM** *Tennessee Baptist*  
**MISSION BOARD**



*Dear Friends,*

Every person in our state matters. Each one is a soul who needs to hear the gospel or to whom your church is already ministering. It is vital that we serve and reach them.

That is why your Annual Church Profile (ACP) reporting is so vital. With your help, we gain a more comprehensive understanding of how God is at work across Tennessee. It also helps us better understand as Tennessee Baptists where we need to invest our Cooperative Program and Golden Offering for Tennessee Missions funds to effectively make Jesus known and to make disciples.

As a pastor, I always took the ACP seriously. It was a time to pause and remember what God had done in and through our church and it helped us understand the effectiveness of our church's ministries.

The ACP also calculates the number of messengers your church sends to the TBC and SBC annual meetings and provides required support

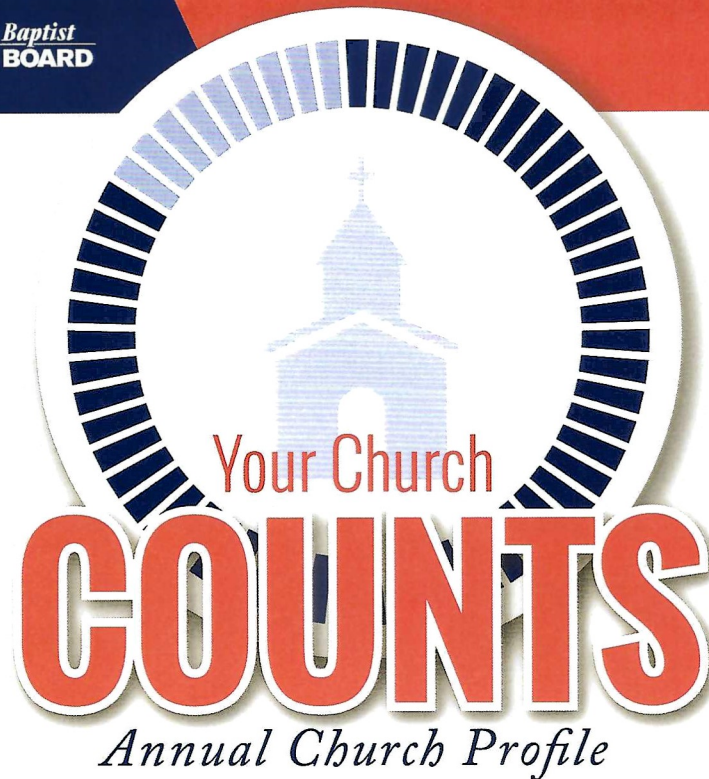
information for individuals nominated to serve on TBC Committees and Boards. Simply put, we need leaders like you to ensure that our ACPs are completed in an accurate and timely fashion.

If you have questions about this packet, please call your associational office. If your associational staff is unable to answer your questions, feel free to call the Tennessee Baptist Mission Board at 800-558-2090, ext. 2005, or email [tedhelp@tnbaptist.org](mailto:tedhelp@tnbaptist.org).

It is a joy to be with you on this journey.  
In Him,

Randy C. Davis  
President & Executive Director  
Tennessee Baptist Mission Board





## **2023 Annual Church Profile - ACP collection**

### ***FOLLOW THESE EASY STEPS:***

- 1. Gather annual statistics and leadership information***
- 2. Enter the info in TeD by the DUE DATE set by your association***

### **ITEMS INCLUDED IN THIS PACKET:**

- Greetings from your Association and the Tennessee Baptist Mission Board
- 2023 ACP Worksheet — Use this worksheet as a tool to gather your church's information.
- 2023 ACP Statistics and Leadership Profile — Your username and password to help you log on to [ted.tnbaptist.org](http://ted.tnbaptist.org) are included in the top right corner of each of these documents. If you are unable to enter the data online, use these forms to record your data and return the information to your association.
- TeD Instructions (*blue sheet*) and Frequently Asked Questions (*green sheet*) are included to help answer any questions you have.
- ACP Tally Sheet FOR NEXT YEAR (2023–2024) — This is a tool designed to help you keep track of important ACP Data for data collection next year.





## FAQ SHEET

### Frequently Asked Questions When Completing your Annual Church Profile

1. **Q: Our church year runs January–December. How do I fill out our ACP?**  
**A:** Your statistics may reflect any 12-month period. Please be sure to use the same 12-month period each year.
2. **Q: Our church does Awana. Where do I enter this information on the ACP form?**  
**A:** These numbers are not specifically requested, but may be included under Discipleship Development Participation.
3. **Q: I do not have a computer to enter the date online.**  
**A:** Complete the forms manually and return to your association office by their due date. They will complete the online data entry.
4. **Q: I have entered my date online. Do I need to mail hard copies?**  
**A:** Most associations ask that you return a hard copy to their office, but the digital copy is all the TBMB needs. Please confirm with your local association what they prefer.
5. **Q: What kind of reports can I print for our church use?**  
**A:** You may print hard copies of the following:
  - a. Current Year ACP
  - b. Church Trend Profile (5 year trend analysis of your church)
  - c. Multi-Year Digest (multi-year stats at a glance)
  - d. List of leadership names and addresses
6. **Q: Can I get these reports if I don't have a computer?**  
**A:** Yes! Your local association office or the state convention can mail a hard copy or email them to someone in the church.

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### Privacy Policy (rev 5/17)

It is the policy of the Tennessee Baptist Mission Board (TBMB) that information collected through the Annual Church Profile (ACP) or through attendance of an TBMB event for church and associational leaders will only be voluntarily released to Tennessee Baptist Convention or Southern Baptist Convention Institutions, congregations, associations, entities, and agencies and used by the ministries of the TBMB. Representatives of sister state conventions that commit to the licensing agreement for SBC Workspace may also be able to view specific church information. All such entities with access to the data commit to use the data appropriately as defined in the SBC Workspace Operating Agreement and to not use the data to conduct fundraising. Contact information for churches collected through this process, but which is otherwise available to the general public, (e.g. address, phone number, e-mail address and website), and statistical data may also be placed in a searchable database on the TBC website. While certain basic precautionary measures are taken to reduce the possibility that this information can be skimmed or downloaded from the website, there is no guarantee that the information in question cannot be obtained by a third party.



**GENERAL INSTRUCTIONS FOR COMPLETING YOUR ANNUAL CHURCH PROFILE**

For full detailed instructions, illustrations, and a short video go [ted.tnbaptist.org](http://ted.tnbaptist.org) and click **Detailed Online Data Entry Instructions**.

For help, contact your Associational Office Staff.

For additional help, you may call 800.558.2090, ext. 2005, or email [tedhelp@tnbaptist.org](mailto:tedhelp@tnbaptist.org).

**DUE DATE:** Check with your Association for the due date: \_\_\_\_\_.

1. Go to [ted.tnbaptist.org](http://ted.tnbaptist.org)
2. Enter **User name** and **Password** (found in upper right corner of the Statistical Profile & Leadership Profile survey pages)
3. Enter your name
4. Choose either statistical or leadership survey. (See below for instructions related to each report)
5. Mark complete when finished (partial entries may be made by saving info at any time)

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**STATISTICAL PROFILE INSTRUCTIONS**

1. Verify your church and general information.
2. Click *Update Organization* to make changes; please be sure to verify/add primary ethnicity.
3. Click *Save* at the bottom of the page when finished.
4. Click *Back to Survey* at top of the page.

**5. This is the Heart of the Statistical Profile Data Entry**

- **Click** the white box next to Total Membership.
- **Enter** correct number and press *Enter*. (The value will be compared with the previous year. If there is a significant discrepancy, you will be asked to verify.)
- **Continue** through each text box in succession.
- **Round** to the nearest dollar for financial data.
- **Click** *Save* after entering data.

6. Click *No* if you plan to return to the survey.
7. Click *Yes* only when you are completely finished. **Once you click Yes, you will not be allowed to return and make changes.**
8. Mail hard copies to your church association. The digital copy is automatically updated into the TeD database.

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**LEADERSHIP PROFILE INSTRUCTIONS**

1. Verify your church and general information.
2. Click *Update Organization* to make changes.
3. Click *Walk Through Positions*

4. **This is the Heart of the Leadership Profile Data Entry.**

For Each Position you can **Add, Update, or Remove**

- If position information is correct, click *Next*.
- If some details are incorrect click *Update Contact information for\**.
- Click *Remove* if person is incorrect and enter date the person left and click remove again. (estimate the date if you are not sure)
- Click *Add* if you need to add a person in a blank position.
  - ⇒ In the dialog box type the *Last Name* of the person.
  - ⇒ If the person is from out-of-state choose *Show All States* before searching.
  - ⇒ Click *Select* beside their name or *Add Person* if their name is not there.
  - ⇒ **Enter** all information for the new person (addresses and position details).

5. Click **SAVE**.

6. **Continue** through all leadership positions.

7. When finished, click *Leadership Report* for a printed (hard) copy.

8. Click *Save & Submit*. Your info is automatically submitted to the association and state convention.

9. **You can access the leadership survey year round to update leadership information**

**\*Please provide an individual's home address.** If a staff person desires information to be sent to the church address, select the organization address as the preferred address. Mail will not be sent to their home address. **Every email address provided saves Cooperative Program dollars!**

(example from leadership survey)

## Pastor

General	Addresses	Position Details
Organization	Crieveewood, Nashville	
Position	Pastor	
Start Date	11/01/2016	
Stop Date		
Interim Only	<input type="checkbox"/>	
Preferred Position Title	Pastor	
Position Status	Full-time	
Mailing Location	Organization: Physical (480 Hogan Rd)	



## 2023 Annual Church Profile for Tennessee Baptist Churches Worksheet

Help is available!! **If you have any questions, please contact your associational clerk or associational secretary.** They can be a tremendous help to you in this process.

If they are unable to address your questions, Tennessee Baptist Mission Board staff stands ready to assist them and you. TBMB staff can be reached at 800.558.2090, extension 2005, or email at [tedhelp@tnbaptist.org](mailto:tedhelp@tnbaptist.org).

### GENERAL INSTRUCTIONS

- A. Use this worksheet as a tool for gathering your church's information. Mark on this form as you wish.
- B. Once information is gathered, log on to [ted.tnbaptist.org](http://ted.tnbaptist.org) and enter this data. See Instructions for Entering Data into TeD.
- C. Your username and password are at the top of your statistical profile form.
- D. If you are unable to enter your data online, transfer the data to the Static Answer Sheet provided in this packet.
- E. Due Date: This date is set by your association. Please direct questions regarding the deadline to them. In order to reflect your church data in the annual TN Baptist Convention Journal, data must be entered to the system prior to January 30, 2023.
- F. Church-type missions should complete their own ACP Worksheet. Please contact TBMB staff if you need more information.
- G. If you do not understand a particular item on the ACP, please contact your association or TBMB staff for more information.

### MEMBERSHIP INFORMATION

1. \_\_\_\_\_ **Total Membership** – Total of both Resident and Nonresident Members. Include everyone that is on the roll at your church.
2. \_\_\_\_\_ **Resident Membership** – Those members who live close enough to your congregation to attend.
3. \_\_\_\_\_ **Other Additions** – Number of people who became members of your congregation during the year by ways other than baptism (transfer of letter, statement, etc.).
4. \_\_\_\_\_ **All Primary Weekly Worship Attendance (in person)** – Average number of persons in Sunday morning, or primary, worship service(s) for the weeks you met in person. If you have multiple primary services, total all attendance. If primary worship attendance records are not kept, use your best estimate.
5. \_\_\_\_\_ **All Online Weekly Worship Attendance** – Average number participating online in the weekly (primary) worship service(s) for this reporting year.

### BAPTISMS

6. \_\_\_\_\_ **Total Baptisms** – Total number of baptisms during this reporting year (add items 6a through 6e). Please provide age break-out if those records were kept. Include any baptisms that were not for membership (i.e. jail ministry, migrant workers, etc.)
  - a. \_\_\_\_\_ 5 years and under
  - b. \_\_\_\_\_ 6–11 years of age
  - c. \_\_\_\_\_ 12–17 years of age
  - d. \_\_\_\_\_ 18–29 years of age
  - e. \_\_\_\_\_ 30 and over

### BIBLE STUDY INFORMATION

7. \_\_\_\_\_ **Total Sunday School/Small Group Participation** – Total number of persons enrolled or participating in Sunday school or similar small groups ministry. Base enrollment or participation on the last regular meeting of this reporting year. This is the total of Items 7a–7e. Count persons only one time in total enrollment. Include leaders.

*Continued on page 2*

- a. \_\_\_\_\_ Babies/Preschoolers 5 years and under.
  - b. \_\_\_\_\_ Children 6–11 years of age or grades 1–6
  - c. \_\_\_\_\_ Youth 12–17 years of age or grades 7–12
  - d. \_\_\_\_\_ Young Adults 18–29 years of age.
  - e. \_\_\_\_\_ Adults 30 and up. Include General officers here.
8. \_\_\_\_\_ **IN-PERSON Sunday School/Bible Study/Small Group Average Attendance** – Average number attending weekly, in-person Bible Study during this reporting year. This includes all ages, but do not count anyone twice.
9. \_\_\_\_\_ **Discipleship Development Participation** – Total number of persons attending or participating in short-term discipleship groups, classes, and training sessions during this reporting year. Include participants in Awana, Bible Drill, discipleship studies, short-term groups, new member classes, leadership training, etc. This includes all ages, but do not count anyone twice.
10. \_\_\_\_\_ **VBS Enrollment** – Total enrolled in all Vacation Bible School (VBS) or Backyard Kids Club (BKC) held by your church this reporting year. Combine numbers if you had multiple events or locations.

### PROGRAM INFORMATION

11. \_\_\_\_\_ **Total Worship/Music Ministry Enrollment** – Total participants in Worship/Music Ministry. Include worship/music director, instrumentalists, choir leaders, members and accompanists, age group coordinators and leaders, and all members of vocal and instrumental groups. Persons may be counted more than once (counted for each group in which they participated). Base enrollment on the last regular meeting of this reporting year. This is the total of 11a–11h.
- a. \_\_\_\_\_ **Preschool Music** – Number involved in preschool worship/music/choir, age 3 through kindergarten, plus all leaders, accompanists, and age-group coordinators.
  - b. \_\_\_\_\_ **Children’s Music** – Number involved in children’s worship/music/choir, ages 6–11 or grades 1–6, plus all leaders, accompanists, and age-group coordinators.
  - c. \_\_\_\_\_ **Student Choir** – Number of student choir members, ages 12–17 or grades 7–12, plus all leaders, accompanists, and age-group coordinators.
  - d. \_\_\_\_\_ **Student Worship Team** – Number of student worship team members, singers and instrumentalists, ages 12–17 or grades 7–12, plus all leaders.
  - e. \_\_\_\_\_ **Adult Choir** – Number of choir members, age 18 (or high school graduates) and older, plus all leaders and accompanists. Include members of any separate senior adult choirs. Include worship/music director, church pianist, church organist, and any other keyboard persons.
  - f. \_\_\_\_\_ **Adult Worship/Praise Team** – Number of adult worship team members (singers and instrumentalists). Include members also enrolled as part of other worship/music ministry programs.
  - g. \_\_\_\_\_ **Orchestra** – Number of persons who participated in an orchestra, plus all leaders.
  - h. \_\_\_\_\_ **Handbells** – Number of persons who participated in a handbell choir, plus all leaders.

*Continued on page 3*

12. \_\_\_\_\_ **Total WMU/Missions Discipleship Participants** – Total number of persons participating in WMU missions small groups or other ongoing missions groups, ministries and activities. Include all leaders. This is the total of 12a-12e.
- a. \_\_\_\_\_ **Churchwide Missions** – Includes WMU Director plus other churchwide missions leaders.
- b. \_\_\_\_\_ **Preschool Missions** – Number of preschool and kindergarten children who participate in Mission Friends or other preschool missions small group/activities. Include leaders.
- c. \_\_\_\_\_ **Children’s Missions** – Number of children, 6–11 years of age or grades 1–6, who participate in Girls in Action/Royal Ambassadors/Children in Action or other children’s missions small group/activities. Include leaders.
- d. \_\_\_\_\_ **Student Missions** – Number of youth, 12–17 years of age or grades 7–12, who participate in Acteens/Challengers/Youth on Mission or other student missions small groups/activities. Include leaders.
- e. \_\_\_\_\_ **Adult Missions** – Number of adults, 18 years of age or high school graduates and older, who participate in Women on Mission/myMission/Adults on Mission or other adult missions small groups/activities. Include leaders.

#### OTHER ADULT MINISTRY

13. \_\_\_\_\_ **Total Other Women’s Ministry** – Total number of persons involved in Women’s Ministry and their ongoing ministries and activities highlighting spiritual growth for women. Include participation in activities and ministries outside the WMU organization.
14. \_\_\_\_\_ **Total Men’s Ministry** – Total number of men involved in activities highlighting spiritual growth for men. Include participation in Accountability groups. Include leaders.

#### MISSION PROJECT INFORMATION

15. \_\_\_\_\_ **Total Mission Projects Participation** – Total number of **persons** in your congregation who **participated** in mission projects, such as World Changers, Acteen Activators, Disaster Relief, church planting, construction, evangelism, Bible clubs, surveys, etc. Persons may be counted more than once.

#### FINANCIAL INFORMATION (ROUND TO THE NEAREST DOLLAR)

16. \_\_\_\_\_ **Total Receipts** – Total amount of all money received by the congregation. This amount should be the total of undesignated gifts, designated gifts, and other receipts, which may be income from rentals, day school or kindergarten fees, savings, pastoral aid, parking fees, etc. This line is the total of 16a–16c.
- a. \_\_\_\_\_ **Undesignated Gifts/Offerings** – Total amount of all undesignated gifts given by individuals. Undesignated receipts are gifts where the congregation decides how the money will be spent, whether by its budget or some other means. This includes regular budget offerings and loose monies from the offering but does not include any special offerings or designated gifts.
- b. \_\_\_\_\_ **Designated Gifts/Offerings** – Total amount of all gifts given by individuals to the congregation for a specific use. Designated gifts are those receipts where the giver, not the congregation, decides how the money will be spent. Examples of designated gifts include special offerings designated to Lottie Moon Christmas Offering, Annie Armstrong Easter Offering, Golden Offering for Tennessee Missions, Mother’s Day Offering for Tennessee Baptist Children’s Homes, mission trips, building funds, debt retirement, or any other offering or gift designated by the donor for a specific use.
- c. \_\_\_\_\_ **Other Receipts** – Total amount of income received from miscellaneous sources, including, but not limited to, vending machines, day care centers, interest income, rents, etc.

*continued on page 4*

17. \_\_\_\_\_ **Total Missions Giving** – Total amount of all money given to Southern Baptist and non-Southern Baptist mission causes by the congregation. This item is the total of 18a–18h.
- a. \_\_\_\_\_ **Cooperative Program** – Total amount of ALL money given through the Cooperative Program of the Tennessee Baptist Convention during this reporting year.
- b. \_\_\_\_\_ **Associational Gifts** – Total amount of ALL money given to the local association during this reporting year. Do not include money sent to the association that paid for materials or services or money sent to association that they forwarded onto other organizations (ex., Cooperative Program, Disaster Relief through TBMB, Golden Offering, etc.)
- c. \_\_\_\_\_ **Annie Armstrong Offering** – Total amount of money contributed through your church for the Annie Armstrong Easter Offering for North American Missions.
- d. \_\_\_\_\_ **Lottie Moon Offering** – Total amount of money contributed through your church for the Lottie Moon Christmas Offering for International Missions.
- e. \_\_\_\_\_ **Golden Offering for Tennessee Missions** – Total amount of money sent through your church for the Golden Offering for Tennessee Missions for support of missions here in Tennessee.
- f. \_\_\_\_\_ **Other TBC Mission Giving** – Additional money given to Tennessee Baptist mission causes not listed above. (TN Baptist Adult Homes; TN Baptist Children’s Homes; TN Baptist Foundation; Carson Newman University; Union University; Harrison-Chilhowee Baptist Academy; Cooperative Program, TBC-only).
- g. \_\_\_\_\_ **Other SBC Mission Giving** – Additional money given to Southern Baptist mission causes by the congregation but not listed above (previously called Great Commission Giving).
- h. \_\_\_\_\_ **Other Mission Gifts** – Additional monies given for non-Southern Baptist mission causes.

**OTHER INFORMATION**

18. \_\_\_\_\_ **Last Month of Report** – What is the last month (numeric) that is included in this report? For example, if this report covers September–August, then enter an “8” on this report.
19. \_\_\_\_\_ Is Your **Church Incorporated?** (yes/no)
20. \_\_\_\_\_ **Satellite Campuses** – How many satellite or offsite campuses does your church have?
21. \_\_\_\_\_ **Total Paid Staff Persons** – How many full and part-time staff persons does your church employ?  
For the purposes of answering this question, ministerial staff is as defined by your church. Count them as ministers if your church considers them ministers. Normally, ministers will be those performing ministerial duties such as conducting worship services, performing baptisms, administering the Lord’s Supper, and providing spiritual guidance. This line is the total of 21a–21d.
- a. \_\_\_\_\_ # of Full-time ministerial staff
- b. \_\_\_\_\_ # of Full-time non-ministerial staff
- c. \_\_\_\_\_ # of Part-time ministerial staff
- d. \_\_\_\_\_ # of Part-time non-ministerial staff

**2023 ACP Statistics  
For Baptist Churches & Missions**

Enter data online at [tn.sbcworkspace.com](http://tn.sbcworkspace.com)  
 Username: **U0287219** Password: **8B7D8B**

Name

**Congregation Mailing Address**

Addr.

City  State  Zip

**Congregation Physical Address**

Addr.

City  State  Zip

Pastor

Website

Email

SBC ID #

Type  *If Mission, include Sponsor ID, Name, and City:*

Sponsor

Assn.

Year Organized  Ethnicity

Phone

Fax

**Member**

1. Total Membership

2. Resident Membership

3. Other Additions

4. All Primary Worship Attendance (in person)

5. All Primary Worship Attendance (online)

**Baptism**

6. Total Baptisms

a. 5 years and under

b. Ages 6-11

c. Ages 12-17

d. Ages 18-29

e. Ages 30 and over

Total - Total Baptisms

**Bible Study**

7. Total Sunday School/Small Group Participation

a. 5 years and under

b. Children Ages 6-11

c. Youth Ages 12-17

d. Young Adult Ages 18-29

e. Adult Ages 30 and Over

Total - Total Sunday School/Small Group Participation

8. Sunday School and/or Small Group Avg Attendance (in person)

9. Discipleship Development Participation

10. VBS Enrollment

**Program**

11. Total Worship/Music Enrollment

a. Age 5 and under Preschool

b. Ages 6-11 Children

c. Ages 12-17 Choir

d. Ages 12-17 Worship Team

e. Adult Choir

f. Adult Worship/Praise Team/Band

g. Orchestra

h. Handbells

Total - Total Worship/Music Enrollment

12. Total WMU/Missions Discipleship Participants

a. WMU Leadership Team

b. Mission Friends 5 years and under

c. Girls/GAs/Boys/RAs Ages 6-11

d. Acteens/Challengers Ages 12-17

e. Ages 18 and over

Total - Total WMU/Missions Discipleship Participants

13. Total Other Women's Ministry

14. Total Mens Ministry

**Mission Project**

15. Total Mission Projects Participation

**Financial**

16. Total Receipts

a. Undesignated Gifts/Offerings

b. Designated Gifts/Offerings

c. Other Receipts

Total - Total Receipts

17. Total Mission Giving

a. Total Cooperative Program

b. Associational Gifts

c. Annie Armstrong Offering

d. Lottie Moon Offering

e. Golden Offering for TN Missions

f. Other TBC Mission Giving

g. Other SBC Mission Giving

h. Other Mission Gifts

Total - Total Mission Giving

**Other Information**

18. Last month (numeric) included in report

19. Your church incorporated?

20. Total Satellite Campuses

21. Total Number of Full and Part Time staff

a. # of Full Time Ministerial Staff

b. # of Full Time Non-Ministerial Staff

c. # of Part-time Ministerial Staff

d. # of Part-time Non-ministerial staff

Total - Total Number of Full and Part Time staff



**2023 Church Leadership Roles on the ACP Leadership Profile  
(English on This Side; Español al Reverso)**

Please review your church's Leadership Profile list that is currently in TeD (the online version) to see what positions your church has submitted in the past. You will find previously-filled positions highlighted in blue; previously-unfilled positions are highlighted in pink.

Place a check mark on the list below for all blue-highlighted positions. Then scroll through the list to check other positions similar to those your church has elected to lay and ministry leadership. The order below is the same as the Leadership Profile worksheet. Use the accompanying worksheet to make any changes.

There are two added positions this year—**Church Trustee** and **Church Elder**. If your church utilizes an Elder-led model of leadership, include the name of the Elders who are the main points of contact for communication from TBMB or TBC Entities. If the lead Elder is the Pastor, place the name of other Elders who provide leadership along with or in the absence of a Pastor. The same holds true for the Church Trustee position.

Collect the information on the worksheet for each person whose name will be submitted, then transfer it to the digital format in the TeD database.

- |  |   |
|--|---|
| <input type="checkbox"/> Pastor                            | <input type="checkbox"/> Youth Minister/Director              |
| <input type="checkbox"/> Pastor – Associate/Executive      | <input type="checkbox"/> Assoc Ex Bd Representative           |
| <input type="checkbox"/> Pastor – Campus/Satellite Pastor  | <input type="checkbox"/> Pianist                              |
| <input type="checkbox"/> ACP Contact                       | <input type="checkbox"/> Worship Band Leader                  |
| <input type="checkbox"/> Church Secretary                  | <input type="checkbox"/> Discipleship Training/Classes Leader |
| <input type="checkbox"/> Church Clerk                      | <input type="checkbox"/> Missions Leader – Adult              |
| <input type="checkbox"/> Worship/Music Minister            | <input type="checkbox"/> Church Men's Ministry Director       |
| <input type="checkbox"/> Sunday School Director/Groups Dir | <input type="checkbox"/> Women's Ministry Director            |
| <input type="checkbox"/> Chairman of Deacons               | <input type="checkbox"/> Missions Leader – Preschool          |
| <input type="checkbox"/> Church Treasurer                  | <input type="checkbox"/> Missions Leader – Children           |
| <input type="checkbox"/> Finance Committee Chairman        | <input type="checkbox"/> Missions Leader – Students           |
| <input type="checkbox"/> Church Trustee                    | <input type="checkbox"/> Minister – Other                     |
| <input type="checkbox"/> Church Elder                      | <input type="checkbox"/> Church Bible Drill Coordinator       |
| <input type="checkbox"/> Missions Leader - WMU Director    | <input type="checkbox"/> Church Administrative Director       |
| <input type="checkbox"/> VBS Director                      | <input type="checkbox"/> Prayer Ministry Coordinator          |
| <input type="checkbox"/> Children's Director/Minister      | <input type="checkbox"/> Church Library Team Leader           |
| <input type="checkbox"/> Preschool Director/Minister       | <input type="checkbox"/> Other Paid Church Staff              |
| <input type="checkbox"/> Discipleship Pastor/Education Min | <input type="checkbox"/> Church Weekday Early Edu Dir         |
| <input type="checkbox"/> Missions Minister/Director        | <input type="checkbox"/> Missions Leader Churchwide           |
| <input type="checkbox"/> Media/Audio Visual Director       | <input type="checkbox"/> Pastor's Assistant                   |
| <input type="checkbox"/> Minister of Collegiate Students   |   |

**2023 Roles de Liderazgo en la Iglesia en el Perfil de Liderazgo del ACP**  
**(Español en este Lado; English on Reverse)**

Por favor, revisa la lista de Perfil de Liderazgo de tu iglesia que está actualmente en TeD (la versión en línea) para ver qué posiciones ha presentado tu iglesia en el pasado. Encontrarás los puestos previamente ocupados resaltados en azul; los que no fueron ocupados resaltados en rosa.

Coloca una marca de verificación en la lista a continuación para todas las posiciones resaltadas en azul. Luego revisa toda la lista para verificar otras posiciones similares a las que tu iglesia ha elegido para el liderazgo laico y ministerial. El siguiente orden es el mismo que la hoja de trabajo del Perfil de liderazgo. Usa la hoja de trabajo adjunta para realizar cualquier cambio.

Hay dos puestos adicionales este año: **Fideicomisario de la Iglesia** y **Anciano de la Iglesia**. Si tu iglesia utiliza un modelo de liderazgo dirigido por ancianos, incluye el nombre de los ancianos que sean los principales puntos de contacto de comunicación con las entidades de la TBMB o TBC. Si el Anciano principal es el Pastor, coloca el nombre de otros Ancianos que proporcionen liderazgo junto con o en ausencia de un Pastor. Lo mismo se aplica para la posición de Fideicomisario de la Iglesia.

Recopila la información en la hoja de trabajo para cada persona cuyo nombre se enviará, luego transfírela al formato digital en la base de datos TeD.

- |  |  |
|--|--|
| <input type="checkbox"/> Pastor                                | <input type="checkbox"/> Representante de Assoc Ex Bd            |
| <input type="checkbox"/> Pastor – Asociado/Ejecutivo           | <input type="checkbox"/> Pianista                                |
| <input type="checkbox"/> Pastor – Campo/Pastor Satélite        | <input type="checkbox"/> Líder de la banda de Adoración          |
| <input type="checkbox"/> Contacto de ACP                       | <input type="checkbox"/> Líder de Entrenamiento de Discipulado y |
| <input type="checkbox"/> Secretaría de la Iglesia              | Clases   |
| <input type="checkbox"/> Oficinista de la Iglesia              | <input type="checkbox"/> Líder de Misiones – Adultos             |
| <input type="checkbox"/> Ministerio de Adoración/Música        | <input type="checkbox"/> Dirección del Ministerio de Hombres     |
| <input type="checkbox"/> Dir. Esc. Dominical/ Dir. Grupos      | <input type="checkbox"/> Dirección del Ministerio de Mujeres     |
| <input type="checkbox"/> Dir. de Diáconos                      | <input type="checkbox"/> Líder de Misiones – Preescolar          |
| <input type="checkbox"/> Tesorería de la Iglesia               | <input type="checkbox"/> Líder de Misiones – Niños               |
| <input type="checkbox"/> Dir. del Comité de Finanzas           | <input type="checkbox"/> Líder de Misiones – Estudiantes         |
| <input type="checkbox"/> Fideicomisario de la Iglesia          | <input type="checkbox"/> Otro Ministro                           |
| <input type="checkbox"/> Anciano de la Iglesia                 | <input type="checkbox"/> Coord. de Esgrima Bíblica de la Iglesia |
| <input type="checkbox"/> Líder de Misiones - Dirección WMU     | <input type="checkbox"/> Dir. Administrativa de la Iglesia       |
| <input type="checkbox"/> Dirección de la EBV                   | <input type="checkbox"/> Coordinación Ministerio de Oración      |
| <input type="checkbox"/> Dirección y Ministerio de Niños       | <input type="checkbox"/> Líder de Equipo/Librería de la Iglesia  |
| <input type="checkbox"/> Dirección y Ministerio de Preescolar  | <input type="checkbox"/> Otro Personal Pagado por la Iglesia     |
| <input type="checkbox"/> Pastor Discipulado / Min. Educación   | <input type="checkbox"/> Dirección Guardería Semanal             |
| <input type="checkbox"/> Dirección / Ministerio de Misiones    | <input type="checkbox"/> Líder de Misiones de la Iglesia         |
| <input type="checkbox"/> Dirección de Medios Audiovisuales     | <input type="checkbox"/> Asistente del Pastor                    |
| <input type="checkbox"/> Ministerio Estudiantes Universitarios |  |
| <input type="checkbox"/> Dirección / Ministerio de Jóvenes     |  |



**2023 Leadership Profile****Congregation** Woodland Park, Oak RidgeWebsite tn.sbcworkspace.comUsername U0287219Password 8B7D8B**Address** 228 Manhattan Ave Oak Ridge TN 37830-7503**SBC ID** 0287219**Pastor**Title Rev Name Tim Kimsey*First Middle Last*Preferred Name Tim Spouse TracyHome Address 3165 Little Dug Gap RdCity State Zip Louisville TN 37777Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-timeCell Phone (865) 556-5085 Day Phone (865) 984-0465 Email tdkimsey@gmail.comPreferred Mailing Address (if different from Home) 228 Manhattan AveCity State Zip Oak Ridge TN 37830-7503**Church Clerk**Title Mrs Name Kaye S Farrar*First Middle Last*Preferred Name Kaye Spouse WilliamHome Address 106 Edmond DrCity State Zip Oliver Springs TN 37840Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-timeCell Phone \_\_\_\_\_ Day Phone (865) 435-0933 Email \_\_\_\_\_

Preferred Mailing Address (if different from Home) \_\_\_\_\_

City State Zip \_\_\_\_\_

**Worship/Music Minister**Title Mr Name Charles DeZearn*First Middle Last*Preferred Name Chuck Spouse Jo AnnHome Address 759 Old Harriman HwyCity State Zip Oliver Springs TN 37840Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-timeCell Phone \_\_\_\_\_ Day Phone (865) 435-0292 Email \_\_\_\_\_

Preferred Mailing Address (if different from Home) \_\_\_\_\_

City State Zip \_\_\_\_\_

**Sunday School Director/Groups Dir**Title Ms Name Sybil A Wallace*First Middle Last*Preferred Name Sybil Spouse N/AHome Address 107 Carlisle LaneCity State Zip Oak Ridge TN 37830Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-timeCell Phone (865) 256-3066 Day Phone (864) 482-1238 Email \_\_\_\_\_Preferred Mailing Address (if different from Home) 228 Manhattan AveCity State Zip Oak Ridge TN 37830-7503**Chairman of Deacons**Title Mr Name William Farrar*First Middle Last*Preferred Name Bill Spouse \_\_\_\_\_Home Address 106 Edmond DrCity State Zip Oliver Springs TN 37840Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-timeCell Phone (865) 696-8949 Day Phone (865) 435-0933 Email \_\_\_\_\_

Preferred Mailing Address (if different from Home) \_\_\_\_\_

City State Zip \_\_\_\_\_

**Church Treasurer**Title Mrs Name Dusty Rosenberger-Disney*First Middle Last*Preferred Name Dusty Spouse JimHome Address 309 Scruggs AveCity State Zip Clinton TN 37716Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-timeCell Phone (865) 228-0561 Day Phone \_\_\_\_\_ Email \_\_\_\_\_Preferred Mailing Address (if different from Home) 228 Manhattan AveCity State Zip Oak Ridge TN 37830-7503**Church Treasurer**Title Mr Name John Swicegood*First Middle Last*Preferred Name John Spouse \_\_\_\_\_

Home Address \_\_\_\_\_

City State Zip \_\_\_\_\_

Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-timeCell Phone \_\_\_\_\_ Day Phone (865) 335-2185 Email swicegoodjohn6@gmail.comPreferred Mailing Address (if different from Home) 228 Manhattan AveCity State Zip Oak Ridge TN 37830-7503



**2023 Leadership Profile****Congregation** Woodland Park, Oak Ridge

Website tn.sbcworkspace.com

Username U0287219

Password 8B7D8B

**Address** 228 Manhattan Ave Oak Ridge TN 37830-7503**SBC ID** 0287219**Pianist**Title Mr Name Timothy Underwood  
*First Middle Last*Status  Full-time  Interim  Ordained  Yes  Licensed  Yes  
(check one)  Bi-vocational  Volunteer (check one)  No (check one)  No  
 Part-time

Preferred Name Tim Spouse

Cell Phone (865) 414-2676 Day Phone 8656332092 Email timothyunderwoo  
d@bellsouth.net

Home Address 303 Doe Run Blvd

Preferred Mailing Address (if different from Home) 228 Manhattan Ave

City State Zip Clinton TN 37716

City State Zip Oak Ridge TN 37830-7503



2023 Leadership Profile

Congregation Woodland Park, Oak Ridge

Website tn.sbcworkspace.com
Username U0287219 Password 8B7D8B

Address 228 Manhattan Ave Oak Ridge TN 37830-7503

SBC ID 0287219

Form 1: Title, Name (First, Middle, Last), Status (Full-time, Interim, Ordained, Bi-vocational, Part-time), Preferred Name, Spouse, Home Address, City State Zip, Cell Phone, Day Phone, Email, Preferred Mailing Address.

Form 2: Title, Name (First, Middle, Last), Status (Full-time, Interim, Ordained, Bi-vocational, Part-time), Preferred Name, Spouse, Home Address, City State Zip, Cell Phone, Day Phone, Email, Preferred Mailing Address.

Form 3: Title, Name (First, Middle, Last), Status (Full-time, Interim, Ordained, Bi-vocational, Part-time), Preferred Name, Spouse, Home Address, City State Zip, Cell Phone, Day Phone, Email, Preferred Mailing Address.

Form 4: Title, Name (First, Middle, Last), Status (Full-time, Interim, Ordained, Bi-vocational, Part-time), Preferred Name, Spouse, Home Address, City State Zip, Cell Phone, Day Phone, Email, Preferred Mailing Address.

Form 5: Title, Name (First, Middle, Last), Status (Full-time, Interim, Ordained, Bi-vocational, Part-time), Preferred Name, Spouse, Home Address, City State Zip, Cell Phone, Day Phone, Email, Preferred Mailing Address.

Form 6: Title, Name (First, Middle, Last), Status (Full-time, Interim, Ordained, Bi-vocational, Part-time), Preferred Name, Spouse, Home Address, City State Zip, Cell Phone, Day Phone, Email, Preferred Mailing Address.

Form 7: Title, Name (First, Middle, Last), Status (Full-time, Interim, Ordained, Bi-vocational, Part-time), Preferred Name, Spouse, Home Address, City State Zip, Cell Phone, Day Phone, Email, Preferred Mailing Address.



# Annual Church Profile for Tennessee Churches 2023 Association Supplemental Form

**Church Clerks and Secretaries:** Please use this form to report the information requested to your Associational clerk and/or secretary. If you need more room, attach a separate sheet with the names to report. This information **does not** need to be reported online.

CHURCH NAME \_\_\_\_\_ City \_\_\_\_\_

1. Messengers to the Associational Meeting:

- |          |          |
|----------|----------|
| a. _____ | f. _____ |
| b. _____ | g. _____ |
| c. _____ | h. _____ |
| d. _____ | i. _____ |
| e. _____ | g. _____ |

2. Deaths during the year:

- |          |          |
|----------|----------|
| a. _____ | f. _____ |
| b. _____ | g. _____ |
| c. _____ | h. _____ |
| d. _____ | i. _____ |
| e. _____ | g. _____ |

3. Ministers Ordained or Licensed during the year. (Circle O for Ordained or L for Licensed)

- |          |   |   |
|----------|---|---|
| a. _____ | O | L |
| b. _____ | O | L |
| c. _____ | O | L |
| d. _____ | O | L |
| e. _____ | O | L |

4. Ordained Ministers who are members of the church. (Circle R for Retired, E for Evangelist or O for Other)

- |          |   |   |   |
|----------|---|---|---|
| a. _____ | R | E | O |
| b. _____ | R | E | O |
| c. _____ | R | E | O |
| d. _____ | R | E | O |
| e. _____ | R | E | O |

5. Meeting Times

Sunday School \_\_\_\_\_ Discipleship Training \_\_\_\_\_ Prayer Mtg. \_\_\_\_\_  
 Morning Worship \_\_\_\_\_ Evening Worship \_\_\_\_\_

6. Historical Events: Attach a separate sheet or use the back of this sheet if more space is needed





## TALLY SHEET EXPLAINER

**The Tally Sheet Key (half-sheet) and Tally Sheet (poster-sized) are specifically designed for churches that do not have computerized or other formal record keeping systems.**

Please include one of these Tally Sheets and a Tally Key Explanation in the packets you assemble for all such churches.

Though these sheets were not designed for churches that have record keeping systems in place, we have received a lot of positive feedback from churches of all sizes regarding this piece.

We are including enough for all your churches since you know them better than we do. Use your best judgment as to which churches will benefit from the Tally Sheet.

We also have an Excel file with the same format for digital use that you can make available to your congregations.

