

Instructions to Enter the 2018 Annual Church Profile

- A. Go to the website: www.sbcworkspace.com
- B. Enter your user name and password. Contact your association or Texas Baptists (BGCT) to obtain your SBC # and/or your SBC password.
User Name:
Password:
- C. Click the “**Login**” button.
- D. Enter your name and click the “**Save Changes**” button.
- E. Click “**ACP Statistical Profile**” to complete the 2018 Annual Church Profile Survey.
- F. Click “**Leadership Profile**” to update the leaders’ names and contact information. This information may be kept current throughout the year.
- G. Click the “**Supplemental Survey**” to answer additional questions.

Leadership Profile

Use of Leadership Information

The names and contact information collected through the ACP process are used to compile the official lists of church staff and other positions. Associations and conventions use these names and contact information to communicate helpful information. Persons receiving such communication may request to be removed from future mailings. Lists are not made available to individuals or groups outside Baptist life.

Definitions of Leadership Status Attributes

Full-time Vocational: Person is employed in the position full-time and considers it their vocation. All (or the majority) of his/her income is from this position. Some may refer to this status as a fully-funded vocational position.

Bivocational: Person is employed at another job in addition to the congregational position and a significant part of his/her income is from the other job.

Interim: Person is employed in a position for a short time while the congregation seeks someone to fill the position on a regular basis. The interim does not anticipate staying in the position on an on-going (long-term) basis.

Part-time: Person fills a part-time position and receives part-time pay. Some may refer to this status as a partially-funded position.

Volunteer: Person is filling the position as a volunteer. The person is not given any compensation for his/her work.