



A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

The Ministerial Vocation Committee and the Office of the Stated Clerk of the Evangelical Presbyterian Church are responsible for denominational vocational services. As part of the process of “matching” ministers and congregations, the Office of the Stated Clerk provides resources and advice to both pastors and congregational search committees. To that end, we ask congregations and ministers to complete information forms as an introduction to each other, and a first step in the process of calling a minister for a congregation. For both the individual pastor and the congregation, this is an opportunity for self-study and for evaluation of current ministry and goals. This calls for honesty, effort, and commitment to open communication.

The Church Information Form presents the local congregation’s history, challenges, and goals. It is our hope that this will be of help in facilitating the search process, assisting the church in focusing on future directions and pastors in gaining some sense of the nature and uniqueness of this congregation.

Contents

Part 1: Church Information

Part 4: Leadership Expectations

Part 2: Financial/Church Campus Information

Part 5: Church History

Part 3: Church Characteristics

Part 6: Other Information

Please return completed form to:

Evangelical Presbyterian Church
ATTN: OFFICE OF THE STATED CLERK
5850 T.G. Lee Blvd., Suite 510
Orlando, FL 32822

Phone: 407-930-4239
Fax: 407-930-4247
E-mail: info@epc.org





EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

5. List all vacant positions

Position Available Pastor Date of Vacancy 01/01/2021

Position Available _____ Date of Vacancy _____

Position Available _____ Date of Vacancy _____

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>52</u>	<u>35</u>
B. Number of family units	<u>28</u>	<u>20</u>
C. Worship attendance	<u>34</u>	<u>34</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

7 % 0-11 9 % 12-18 5 % 19-24 12 % 25-34
14 % 35-49 29 % 50-64 24 % 65+

B. Occupation:

6 % Business 16 % Professional 18 % Trades
0 % Agriculture 6 % Stay-at-Home Parent 38 % Retired
16 % Other (Please Specify) college students, disabled, recovery program

C. Educational level of adults

0 % some high school 70 % high school 27 % college 3 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 6 %
5 years or less 15 %
6-10 years 6 %
10 years or more 73 %



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

9. Racial/Ethnic composition of:

A. **Congregation**

3 % African-American 12 % Asian 85 % Caucasian 0 % Hispanic
0 % Other (Specify) _____

B. **Community** (within 5-mile radius of church)

2 % African-American 5 % Asian 65 % Caucasian 25 % Hispanic
3 % Other (Specify) native american

10. Community Setting (check as many as apply):

Location

Rural Small Town Metropolitan Suburban Inner City

Function

Industrial Agricultural Recreational Military College/University

Approximate population of community 35000 in Orcutt, 110000 in Santa Maria

11. Church Programming—Worship

A. **Worship Time**

10AM

Average Worship Attendance

34

B. Frequency of communion celebration: 12 per year

C. How are members involved in planning and participation in the liturgy/worship?

6 planning, 6-12 participating each Sunday



D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)

Contemporary

E. Type of music used in worship (e.g., traditional, contemporary, variety)

Mixed traditional and contemporary

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) N/A

B. Average attendance in Adult Education (Sunday) N/A

13. Church Programming—Organizations/Committees

List major boards, committees, and organizations that are part of your church and frequency of meetings (monthly, weekly, etc.)

Name	Purpose of Group	Number of members	Frequency of meetings	Leadership Role*
Session	Spiritual leadership	4	monthly	2
Deacons	Works of service	3	quarterly	3
Trustees	Corporate business	3	as needed	3
Women in ministry	missions		monthly	3
Prayer teams	intercessory prayer	6	weekly	2

*Indicate leadership role expected by using the number below:

1. Pastor takes primary initiative and responsibility.
2. Pastor and laity share responsibility.
3. Laity takes primary initiative and responsibility.



EPC

A Global Movement of Evangelical Presbyterian Churches

Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 46,255 Last year's annual budget: \$ 44,255
(Attach a copy of current budget)

2. Percentage of income received toward budget: 70 %

3. Amount contributed for year 2020 (most recent complete reporting year)

A. EPC Per Member Asking \$ 200

B. EPC World Outreach Global Workers \$ 1300

C. EPC Special Projects \$ 75

D. Presbytery Per Member Asking \$ 435

E. Other Missions/Missionaries \$ 5620

4. Property owned by church

A. Describe buildings and property (other than manse).

Heritage does not own any property but holds a seller-financed note for our previously owned building.

B. Are your buildings adequate for your present program? Yes No
If no, please explain:

C. Is a building program projected? Yes No
If yes, describe what, when, and projected cost

D. Does the church own a manse? Yes No

Condition: Good Fair Poor # of Bedrooms _____

Pastor's Office/Study: In Church In Manse Not Provided

Other _____



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

6. Compensation:

A. The salary range we are prepared to offer:

Position: Pastor \$ 50,000 including housing

Position: _____ \$ _____

Position: _____ \$ _____

B. The average annual increase over the past three years is:

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

10% Pension (minimum 10% gross effective salary)

pay part Medical insurance

no Life insurance

no Social Security

no Travel/mileage

no Book allowance

2 wks Study leave allowance (minimum 2 weeks)

4 wks Annual vacation days (minimum 4 weeks)

4 Number of worship services per year for which pastor is provided relief (in addition to vacation and study leave)

_____ Other (Specify: _____)



Part 3: Church Characteristics

Check the box that most closely describes the current congregation characteristics and future goals

Our congregation...	Currently				Goal			
	Agree		Disagree		Agree		Disagree	
1. Supports the pastor.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2. Readily shares their gifts with the rest of the congregation.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
3. Places a high priority on sound biblical preaching.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
4. Gladly welcomes visitors and new members.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
5. Is involved in local evangelistic ministries.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input checked="" type="checkbox"/> 4	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
6. Is often found living their faith in their communities.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
7. Has a spirit of unity.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
8. Cares about each other.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
9. Looks to its Session for leadership.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Ministers well to members who are hurting.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
11. Uses members' gifts in its worship.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Contains people willing and able to lead the congregation.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
13. Is capable of change when and where appropriate.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
14. Is spiritually alive.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

15. In what ways does your church participate in ecumenical activities?

We share a church building with a Korean 7th Day Adventist church.

16. Describe the strengths of your congregation.

Our congregation is close knit and willing to learn. We are unified and share a vision for our church. We exhibit genuine love and friendship to each and to visitors. We remain committed to this body of Christ through hard times.

17. List specific problems with which your congregation struggles.

Many of us are introverted. Consequently we lack connections to our broader community and have had little success in past years reaching out. Although we support local and world missions financially we are not particularly missional in our activities.

We are aging and have limited financial resources.

18. List major goals that the congregation has set for itself.

We would like to become a connectional church and have been working with Scott Downing from Rural Compassion to move in that direction.

We are working to engage members in contributing to the Sunday service by having a, "The Word from the Body", segment. We also have prayer teams organized for after the service although COVID restrictions have prevented implementation.

We will be resuming small group meetings in January, again, COVID permitting.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

19. Has there ever been disciplinary action taken against a pastor of your congregation?

Yes No

20. Has there ever been any disciplinary action against an elder or deacon of your congregation?

Yes No

If you answered "Yes" to either 19 or 20, please explain.

21. Have you completed a mission statement, vision statement, and/or a strategic plan for your congregation?

Yes No

If yes, Date completed Last revision - October 2011

If yes, attach copies of each statement or strategic plan the church has completed.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

Part 4: Leadership Expectations

1. What five key characteristics, gifts, and/or skills should a person bring to the position?

1. Church plant/revitalization experience and/or skills, bringing a vision for outreach and evangelism that can be tailored to our church.
2. Down-to-earth, accessible teaching and preaching style.
3. Charismatic/non-cessationist who can help people grow into their gifts.
4. Willingness to mentor church members to become leaders within the church and the community.
5. Extroverted personality type.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

Part 5: Church History

1. What do you consider to be the three most important events in the history of your church?

1. Establishing the church and joining the EPC after splitting from a PCUSA church in the late 1970's.
2. The departure of a beloved pastor in the 1990's.
3. Moving our place of meeting from Santa Maria to Orcutt in the 2000's.

2. What do you consider to be the most interesting and challenging event in the life of your church in the last three years?

Our congregation is aging which makes some changes difficult. The retirement of our pastor in 2018 was a major change, but people hung in there and began to participate in the worship service more. Prior to our pastor leaving, the church had begun to develop a relationship with the Central Coast Rescue Mission (CCRM). The congregation found purpose in this relationship, and despite our pastor's retirement, the commitment to this ministry grew and continues to grow. We believe we are called to this particular ministry and would like to expand it.



Part 6: Other Information

1. List the last three individuals who held the position of Pastor

Name	Dates of Service	
<u>Dave Brogren</u>	<u>2001</u>	to <u>2018</u>
<u>Tom Pitman</u>	<u>1994</u>	to <u>2000</u>
<u>James (Bucky) Brown</u>	<u>1986</u>	to <u>1993</u>

2. Describe any significant factors about the church not covered in previous questions.

Our church is a very small congregation that has been in decline for the past decade. We considered closing when our pastor retired in 2018. We established a Transitional Prayer Group that met weekly to pray for God's will in the matter. It became clear very quickly that it was not God's will for us to close, that we had kingdom work left to do. We banded together to figure out how to stay open and continue the work of the church. This has significantly strengthened the unity and purpose of our body.

Clerk of Session _____ Date _____

Search Committee Chair _____ Date _____

We encourage churches to list their vacancies on the Ministry Staff Opportunities webpage at www.epc.org/mso. For more information or to send your posting, email info@epc.org