



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.

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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](mailto:info@epc.org)





**EPC**

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**Part 1: Church Information**

1. Church Name Faith Presbyterian Church (EPC)

Address 1185 East Lake Road

McDonough, GA 30252

Telephone ( 770 ) 648-5288 Fax ( \_\_\_\_\_ ) \_\_\_\_\_

E-mail faithepcrus@gmail.com Website www.faithepcrus.org

2. Presbytery: Presbytery of the Southeast

Presbytery Ministerial Committee Liaison \_\_\_\_\_

3. Search Committee Chairman Dan Patterson

Address 2703 East Lake Road

McDonough, GA 30252

E-mail patt6211@bellsouth.net

Telephone ( 770 ) 241-6200

4. List all paid staff positions (use additional sheet if necessary)

- |                             |   |   |
|-----------------------------|---|---|
| <u>Pastor</u>               | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time            |
| <u>Church Administrator</u> | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| <u>Financial Secretary</u>  | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| <u>Music Director</u>       | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| _____                       | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| _____                       | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| _____                       | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| _____                       | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| _____                       | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| _____                       | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |



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5. List all vacant positions

Position Available Pastor Date of Vacancy 9/5/2021

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>114</u>     | <u>133</u> |
| B. Number of family units   |                | <u>73</u>  |
| C. Worship attendance       | <u>90</u>      | <u>90</u>  |

7. Community Growth  Increasing  Static  Declining

8. Profile of church members

A. Age:

18 % 0-11    4.3 % 12-18    6.2 % 19-24    9.9 % 25-34  
8 % 35-49    22.8 % 50-64    30.9 % 65+

B. Occupation:

24.9 % Business    17.1 % Professional    11.6 % Trades  
.7 % Agriculture    \_\_\_\_\_ % Stay-at-Home Parent    42.6 % Retired  
3.0 % Other (Please Specify) Students

C. Educational level of adults

\_\_\_\_\_ % some high school    45.8 % high school    45.8 % college    8.3 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 3 %  
5 years or less 21.8 %  
6-10 years 75.2 %  
10 years or more \_\_\_\_\_ %



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9. Racial/Ethnic composition of:

**A. Congregation**

\_\_\_\_\_ % African-American \_\_\_\_\_ % Asian 100 % Caucasian \_\_\_\_\_ % Hispanic  
\_\_\_\_\_ % Other (Specify) \_\_\_\_\_

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

42.1 % African-American 3.0 % Asian 50.1 % Caucasian 4.8 % Hispanic  
\_\_\_\_\_ % Other (Specify) \_\_\_\_\_

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 \_\_\_\_\_

11. Church Programming—Worship

**A. Worship Time**

10:30

**Average Worship Attendance**

90

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Frequency of communion celebration: 52 per year

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

Participation Elders lead in open and confession portion of Service



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

Traditional

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

Traditional

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 14

B. Average attendance in Adult Education (Sunday) 25

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                | To lead the Church  | 3                 | 1/Month               | 2                |
| Diaconate              | To serve the Church | 5                 | 1/Month               | 2                |
| Girlfriends of Faith   | Fellowship          | 30                | 1/Month               | 3                |
| Mens Bible Study       | Study the Word      | 14                | 1/Week                | 3                |
| 2 Adult Sunday School  | Bible Study         | 25                | 1/Week                | 2                |
| Children Sunday School | Bible Study         | 14                | 1/Week                | 3                |
| Ensemble Choir         | Music for Worship   | 6                 | 2/Month               | 3                |
|                        |                     |                   |                       |                  |

\*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.



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**Part 2: Financial/Church Campus Information**

1. Current annual budget: \$ 333,526.44 Last year's annual budget: \$ 331,927.53  
(Attach a copy of current budget)

2. Percentage of income received toward budget: 103.03 %

3. Amount contributed for year 343,615.74 (most recent complete reporting year)

- A. EPC Per Member Asking \$ 15.50
- B. EPC World Outreach Global Workers \$ 600.00
- C. EPC Special Projects \$ 1800.00
- D. Presbytery Per Member Asking \$ 15.50
- E. Other Missions/Missionaries \$ 34,700.00

4. Property owned by church

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

Sanctuary / 7 multi use rooms for Sunday School, Choir, and Nursery / 3 offices on a 15 Acre tract

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 \_\_\_\_\_



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6. Compensation:

A. The salary range we are prepared to offer:

Position: Pastor \$ 72,151.00

Position: \_\_\_\_\_ \$ \_\_\_\_\_

Position: \_\_\_\_\_ \$ \_\_\_\_\_

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

Position: Pastor \$ \_\_\_\_\_ or 4.7 %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

7,507.00 Pension (minimum 10% gross effective salary)

27,386.04 Medical insurance

\_\_\_\_\_ Life insurance

28,81.56 Social Security

3,500.00 Travel/mileage

500.00 Book allowance

2 Weeks Study leave allowance (minimum 2 weeks)

4 Weeks Annual vacation days (minimum 4 weeks)

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

2,700.00 Other (Specify: 1,500.00 Continue Ed 1,200.00 Workers Comp)



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**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 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 |
| 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 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 |
| 5. Is involved in local evangelistic ministries.                 | <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 |
| 6. Is often found living their faith in their communities.       | <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 |
| 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 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 |
| 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 checked="" type="checkbox"/> 1 | <input 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 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 |





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

Through the Missions that we financially support plus local Mission of the Month

16. Describe the strengths of your congregation.

Standing up to Incremental Liberalism that is being taught in various denominations. ie PCUSA

17. List specific problems with which your congregation struggles.

Attendance - Mostly because Covid Restrictions as many have not returned to regular Sunday Service.

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

Participation in Small Groups.  
Additional Biblical Classes.  
A more in depth participation in a Music Program



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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 October 2014

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



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#### **Part 4: Leadership Expectations**

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

1. Solid Biblical teaching-exegesis-teach from scripture, less experiential, more doctrine consistency.
2. Strong pastoral care-Reach out in person preferably to those in need and routinely check in on shut-ins.
3. Equip the flock - point all to Jesus and teach how to follow Him.
4. Rely on Session and Diaconate for day-to-day administrative details, devoting time to teaching and pastoral care and not to micromanaging.
5. Create youth programs and have organizational skills including the delegating of many tasks and ministries to women.

These are character traits that we feel are necessary for any candidate to have.

6. Humility - acknowledge self sinner in need of continuous grace -- sensitive to all - responsible in what is said and a peacemaker.
7. Love of all regardless of personalities - speak the truth in love even if it hurts, and shows compassion.



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**Part 5: Church History**

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

Leaving the PCUSA and reestablishing the Congregation under the EPC.

Purchasing for Approx \$250,000 and paying off a 15 acre tract in less than 1 year.

Completing a major building project and moving from a Store Front into a facility that has a Sanctuary and Sunday school rooms.

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

Completing a building project and moving from the Store Front Church into our current building.



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**Part 6: Other Information**

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

| Name                                    | Dates of Service |                     |
|---|------------------|---------------------|
| <u>Jason Minter</u>                     | <u>May 2016</u>  | to <u>9/5/21</u>    |
| <u>Walter Turner (Interim Position)</u> | <u>Sept 2015</u> | to <u>May 2016</u>  |
| <u>Matt Allison</u>                     | <u>2010</u>      | to <u>July 2015</u> |

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

Since Faith EPC is a fairly newly established church, we feel we will need a pastor who has served as a Pastor or Associate that has experience with the connected church government of our denomination, the Evangelical Presbyterian Church.

Faith Presbyterian is a music loving congregation. We have moved away from having a choir because our previous Pastor did not fully support the music program and chose all hymns to be used in worship. We want a Pastor who supports music and who will work with our Music Director in planning.

Clerk of Session  Date 10/3/2021

Search Committee Chair  Date 10/3/2021

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