



A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

Introduction

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 the completed document to:

Office of the Stated Clerk
Evangelical Presbyterian Church
17197 N. Laurel Park Drive, Suite 567
Livonia, MI 48152-7912
Phone: (734) 742-2020 Fax: (734) 742-2033
E-mail: epchurch@epc.org



Part 1: Church Information

1. Name: First Presbyterian Church
 Address: 503 Fisher Street Little Rock IA 51243
 Telephone: (712) 479-2284 Fax: () -
 E-mail: littlerockpres@mtcnet.net Website: fpclittlerock.weebly.com
2. Presbytery: Rivers and Lakes Presbytery
 Presbytery Ministerial Committee Liaison: Justin Sembler
3. Search Committee Chairman: Georjette Korthals
 Address: 1871 Monroe Ave, Sibley, IA 51243
 Telephone: (712) 261-0607 E-mail: korthalsg1@gmail.com
4. List all paid staff positions

Pastor	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
Secretary	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
Treasurer	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
Custodian	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
Organist/Pianist	<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

Position Available: Pastor Date of Vacancy: immediate
 Position Available: Date of Vacancy:

Membership (please state approximate numbers and percentages)

	<u>Five years ago</u>	<u>Currently</u>
A. Number of church members	100	126
B. Number of family units	60	63
C. Worship attendance	80 members	78 members
D. Profile of church members		
(1) Age:		
0% 0-11	15% 12-18	10% 19-24
25% 50-64	25% 65+	10% 25-34
		15% 35-49

(2) Occupation:

15% Business 10% Professional 20% Trades 5% Stay-at-home parent
25% Agriculture 25% Retired 0% Other (Specify:)

(3) Educational level of adults

5% some high school 85% high school 15% college 0% graduate school

(4) Percentage of members belonging to the congregation:

Less than one year 5%
5 years or less 25%
6-10 years 10%
10 years or more 60%

(5) Racial/Ethnic composition of congregation

0% Asian 0% Hispanic 0% African American 100% Caucasian
0% Other / Specify: 0

6. Worship

A. Time Average Attendance
10:a.m. 78

B. Frequency of communion celebration: 15 per year

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

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):
66% traditional 33% contemporary

7. Church/Sunday School

A. Average attendance in Church School (under 18 years) 15

B. Average attendance in Adult Education (Sunday) 9

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

<u>Location</u>	<u>Function</u>	<u>Growth</u>
<input checked="" type="checkbox"/> Rural	<input type="checkbox"/> Industrial	<input type="checkbox"/> Growing
<input checked="" type="checkbox"/> Small town	<input type="checkbox"/> College/University	<input type="checkbox"/> Static
<input type="checkbox"/> Metropolitan	<input checked="" type="checkbox"/> Agricultural	<input checked="" type="checkbox"/> Declining
<input type="checkbox"/> Suburban	<input type="checkbox"/> Recreational	
<input type="checkbox"/> Inner City	<input type="checkbox"/> Military	

Approximate population of community 450

Racial/Ethnic composition of community:

0% Asian 5% Hispanic 1% African American 94% Caucasian

0% Other (Specify:)

9. Program Information: 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	Meeting Frequency	Leadership role*
Session(Elders)	leadership of the church	9	monthly	1
Mission Committee	mission projects	6	as needed	2
Music	organize/ choir/music	3	as needed	2
Woman's Association	work groups/ projects	30+	monthly	3
World Service	mission projects	8	monthly	3
Unseen Youth	youth education	6-12	weekly	1
Women's Circle	bible studies	8	monthly	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.

Part 2: Building/Financial Information

1. Current annual budget: \$96,000 Last year's annual budget: \$94,000

(Please provide a copy of current budget)

2. Percentage of income received toward budget: 107%

3. Amount contributed for \$100,541 (last complete reporting year):

- A. EPC per member contribution \$25.00
- B. EPC World Outreach Missionaries \$1500.00
- C. EPC Benevolence Askings \$
- D. Presbytery giving \$
- E. Other Missions/Missionaries \$3500.00

4. Property owned by church

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

church-120'x150' lot
Brick structure
Built in 1959-addition 2010

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 and when and projected cost:

D. Does the church own a manse?

Yes No

Condition: Good Fair Poor Number of bedrooms: 4

Office/study: In Church In Manse Not provided Other:

6. Compensation:

A. The salary range we are prepared to offer:

Position: pastor \$36,000.00

Position: \$

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

Position: \$ or 3%

Position: \$ or %

C. Housing

Housing allowance

Manse only

Either of the above

D. Benefits and expenses:

\$4272.00(annually) Pension (minimum 10% gross effective salary)

provided Medical insurance

\$375.00(annually) Life insurance

7.65% of Social Security
salary(annually)

\$2250.00(annually) Travel/mileage

\$300.00(annually) Book allowance

\$400.00(annually) Study leave allowance

4 wks and 2 wks Annual vacation
study leave

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

\$4500.00(annually) Other (Specify: utilities for manse)

Part III: Church Characteristics

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

Our congregation...	<u>Currently</u>				<u>Goal</u>			
	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 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
3. Places a high priority on sound biblical preaching.	<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
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 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
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 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
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 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
12. Contains people willing and able to lead the congregation.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input checked="" 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 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
14. Is spiritually alive.	<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

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

* Doing things with other churches

-Ash Wednesday Service

-Easter Sunrise

-Vacation Bible School

-Thanksgiving Service

-Good Friday Service

-World Day of Prayer

-Cornshow Service

16. Describe the strengths of your congregation:

Our church is a very welcoming congregation. We show love and consideration toward one another. Our congregation is very financially committed to the church.

17. List specific problems with which your congregation struggles:

Our numbers are small, therefore we struggle to find people to commit to teaching positions and committee positions in our church. We also struggle with attendance in Sunday School and Youth Group.

18. List major goals that this congregation has set for itself:

More support of youth programs and mission support

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 (Date: 08-15-2017) No

If yes, please provide copies.

Part 4: Leadership Expectations

22. What five key characteristics/gifts/skills should a person bring to the position?
1. Be compassionate, caring and sensitive to others needs.....Have a heart for youth and is willing to grow the youth and be involved in their activities.
 2. Be involved in the community showing leadership skills to the community and lead the congregation in demonstrating community outreach.
 3. Build relationships with congregation members. Help them grow in their spiritual lives and be a good listener and counsel people as needed.
 4. Have a passion devoted to God and belief in the bible and that the bible is the inspired and infallible word of God.
 5. Bring a strong sense of family and lead us in worship in traditional and contemporary worship styles.

Part 5: Church History

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

Church was built in 1959-remodel addition in 2010-join EPC in 2013

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

Growing the church and getting people involved and changing to modern technology.

Part 6: Other Information

1. List the last three persons in this position: Position:

<u>Name</u>	<u>Dates of Service</u>
David Bierschwale	1987 to 1993
Scott Prouty	1995 to 2002
Scott Burdsall	2004 to present

2. Other significant factors about our church not covered in previous questions:

none

Michelle Hellenga

Clerk of Session

Georjette Korthals

Chair, Search Committee

We encourage churches to list their openings on the EPC Ministry Staff Opportunities List (www.epc.org/mso). For more information or to send your posting e-mail epchurch@epc.org.