



A Global Movement of Evangelical Presbyterian Churches

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](mailto:info@epc.org)





**EPC**

A Global Movement of Evangelical Presbyterian Churches

**Part 1: Church Information**

1. Church Name First Presbyterian Church

Address 123 S Jefferson St

Ossian Indiana 46777

Telephone ( 260 ) 622-4288 Fax ( 260 ) 622-7237

E-mail OPCOffice@Frontier.com Website WWW.OSSIANCHURCH.COM

2. Presbytery: Midwest

Presbytery Ministerial Committee Liaison Bill Teague

3. Search Committee Chairman Tom Neuenschwander

Address PO Box 363

Ossian IN 46777-0363

E-mail tom754@comcast.net

Telephone ( 260 ) 417-0774

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>Secretary</u>        | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| <u>Accompanist</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 |
| <u>Daycare Director</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time            |
| <u>_____</u>            | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| <u>_____</u>            | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| <u>_____</u>            | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| <u>_____</u>            | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |
| <u>_____</u>            | <input type="checkbox"/> Full time            | <input type="checkbox"/> Part time            |



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

5. List all vacant positions

Position Available Pastor - Solo Date of Vacancy April 10, 2022

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>112</u>	<u>69</u>
B. Number of family units	_____	_____
C. Worship attendance	<u>83</u>	<u>63</u>

7. Community Growth  Increasing  Static  Declining

8. Profile of church members

A. Age:

4 % 0-11    4 % 12-18    1 % 19-24    5 % 25-34  
3 % 35-49    15 % 50-64    50 % 65+

B. Occupation:

15 % Business    23 % Professional    2 % Trades  
2 % Agriculture    \_\_\_\_\_ % Stay-at-Home Parent    58 % Retired  
\_\_\_\_\_ % Other (Please Specify) \_\_\_\_\_

C. Educational level of adults

\_\_\_\_\_ % some high school 60 % high school 40 % college \_\_\_\_\_ % graduate school

D. Percentage of members belonging to the congregation

Less than one year 0 %  
5 years or less 10 %  
6-10 years 5 %  
10 years or more 85 %



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

9. Racial/Ethnic composition of:

A. **Congregation**

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

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

0 % African-American \_\_\_\_\_ % Asian 98 % Caucasian 0 % Hispanic  
2 % Other (Specify) Two or more races

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: 3500, Wells County 28,000,  
Fort Wayne metro area 420,000

11. Church Programming—Worship

A. **Worship Time**

9:30 a.m.

**Average Worship Attendance**

63

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Frequency of communion celebration: 14 per year

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

Worship aide, singers, piano, sound/video, child care, Jr. Church



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

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

variety

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

variety

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 5

B. Average attendance in Adult Education (Sunday) 15

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		6	M	2
Deacons		9	M	3
Trustees		6	M	3
Mission		5	M	3
Daycare		4	M	3
Christian Ed		5	M	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.



**EPC**

A Global Movement of Evangelical Presbyterian Churches

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

1. Current annual budget: \$ 186,125.36 Last year's annual budget: \$ 174,571.44  
(Attach a copy of current budget)

2. Percentage of income received toward budget: 96% %

3. Amount contributed for year 2021 (most recent complete reporting year)

A. EPC Per Member Asking \$ 2,231

B. EPC World Outreach Global Workers \$ \_\_\_\_\_

C. EPC Special Projects \$ \_\_\_\_\_

D. Presbytery Per Member Asking \$ 1,261

E. Other Missions/Missionaries \$ 8,677.15

4. Property owned by church

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

•Church-built 1904, major renovations 1962 and 2010

•PresbyPlace - adjacent building, used for VBS, youth, daycare latch key

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 - solo \$ 61,500 to negotiable based on experience and other criteria

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

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

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

Position: Pastor - solo \$ \_\_\_\_\_ or 5.3 %

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)

Provided Medical insurance

Optional Life insurance (Additional)

\_\_\_\_\_ Social Security

Yes Travel/mileage

Yes Book allowance

2 Study leave allowance (minimum 2 weeks)

28 Annual vacation days (minimum 4 weeks)

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

Provided Other (Specify: Life, AD&D)



**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 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 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 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 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 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
12. Contains people willing and able to lead 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
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 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





**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**CHURCH INFORMATION FORM**

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

- Community-wide worship during Christmas and Easter seasons
- OPC VBS reaches out to the entire community
- Active support of Wells County Food Bank
- Hosting and supporting LifeWise Academy, release-time education for students at Ossian Elementary School
- PresbyKids after school elementary outreach
- PreSchool and Daycare for community children

16. Describe the strengths of your congregation.

- Dedicated members who volunteer and work well together participating in activities or services
- Close-knit, caring family group. Many life-long members and loyal to OPC.
- Mission oriented in both local and worldwide organizations
- On-site Daycare serving the community
- Our facility while older is beautiful and well cared for...just needs more members
- Generous college scholarship fund
- See Part 6.2 below

17. List specific problems with which your congregation struggles.

- New members, including younger families. We desire a quality youth ministry.
- Despite the committed core, some of our committees need more volunteers.
- We don't communicate well leading to a lack of understanding of needed changes.
- We want our church to do and provide the same things it has always provided but we don't want to 'always' be the ones to do it.
- We are not as welcoming and accepting of visitors or strangers as we think we are.

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

- Fill the church with new members, including families and youth
- Set a good Christian example for the community
- Be more prayerful
- Do more mission work
- Prepare us spiritually for Heaven
- Improve our communication amongst ourselves – changes, needs, decisions



**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 September 2010; Reaffirmed February 2018

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. Biblical teaching, not feel-good sermons. Provoke thought for application of sermon to real life situations. Be able to talk about pertinent topics while bringing God into the conversation so we can take that message and lesson with us as we step out into the world.

2. Good communicator with membership, staff and community. Visitation and communication with members. Be outgoing. Find ways to be active within the community, i.e. Ossian Days in September, Hometown Christmas.

3. Be a leader, walk 'with' us through these days of struggle both internal and external. Share ideas or brainstorm with us on how to find and encourage new members.

4. Ownership/care of the flock, our programs, and the building....care about OPC. Personal involvement with congregation, community.....care about US, Ossian Presbyterian Church

5. This is a full-time position. We recognize the hours vary with visitation and unforeseen emergencies and demands, yet we look forward to high commitment and energy invested in the call to be pastor.



**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**Part 5: Church History**

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

- Our church has been a part of the Ossian community since 1840. Its consistent and faithful witness to the gospel is our most import heritage. More recently:
- Joining the EPC after dissolving our relationship with the PCUSA in 2015
- Creating the LifeWise Academy partnership to teach God's word to elementary school age children.

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

Other than Covid, our most painful decision was to part ways with our pastor. Our choice to stand united as a congregation when the congregation's priorities no longer agreed with those of the pastor.



**Part 6: Other Information**

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

Name	Dates of Service	
<u>Dustin Leimgruber</u>	<u>2016</u>	to <u>2022</u>
<u>Jay Cline</u>	<u>2007</u>	to <u>2015</u>
<u>Lyle Ewing</u>	<u>1997</u>	to <u>2005</u>

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

- The majority of the congregation has been members their entire lives or most of their adult lives. As people 'of age' we are dedicated to God, our church, our church family and community. Our care for one another is evident in our concern through challenging times and good times.
- We support both local and worldwide mission. A few examples of our local missions:
  - ›Our in-house preschool and daycare, Children's Corner, has been in operation over 50 years serving many young families in our community with Christian-based quality care and preparation for kindergarten. While Children's Corner is operated to be financially self-sufficient the church provides the facility and utilities at no charge.
  - ›PresbyKids is our Tuesday afterschool Christian program for elementary children & is well attended by Ossian Elementary students. Members of the church provide snacks and material for crafts. The program is led by a former member with help from members of the congregation.
  - ›Northern Wells Co Foodbank-we actively participate in donating as well as working
  - ›Several times a schoolyear volunteers prepare take home bags of donated boxed or canned food for school age children at our local schools.
  - ›VBS program is well attended by community youth while having few children in our our own congregation. Our membership proudly supports the VBS program through donation of time, money and materials.
- Strong, dedicated and energetic administrative assistant who works part-time keeping OPC organized and running smoothly. A very capable right-hand person.
- Our Deacons are tireless and dedicated as they visit and communicate with members.

Clerk of Session Cynda Bunting Date Sept 30, 2022

Search Committee Chair Thomas S. Neuschardt Date Sept 30, 2022

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)