



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





EPC

A Global Movement of Evangelical Presbyterian Churches

Part 1: Church Information

1. Church Name Antioch Evangelical Presbyterian Church

Address 1770 Pony Farm Rd

Jacksonville NC 2850

Telephone (910) 347-6020 Fax ()

E-mail AntiochPresbyterianjville@juno.com Website AntiochPresbyterian.weebly.com

2. Presbytery: MidAtlantic

Presbytery Ministerial Committee Liaison Phil Stump

3. Search Committee Chairman Elbert Garvey

Address 131 Foster Rd

Jacksonville, NC 28540

E-mail egarvey@ec.rr.com

Telephone (910) 389-0298

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

<u>Pastor</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
_____	<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 April 1, 2020

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>64</u>	<u>55</u>
B. Number of family units	<u>24</u>	<u>28</u>
C. Worship attendance	<u>39</u>	<u>40</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

18 % 0-11 1 % 12-18 1 % 19-24 7 % 25-34
14 % 35-49 13 % 50-64 56 % 65+

B. Occupation:

13 % Business 20 % Professional 3 % Trades
____ % Agriculture 2 % Stay-at-Home Parent 35 % Retired
____ % Other (Please Specify) _____

C. Educational level of adults

____ % some high school 40 % high school 54 % college 6 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 2 %
5 years or less 8 %
6-10 years 8 %
10 years or more 82 %



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9. Racial/Ethnic composition of:

A. Congregation

_____ % African-American _____ % Asian 95 % Caucasian _____ % Hispanic
5 % Other (Specify) _____

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

15 % African-American 1 % Asian 79 % Caucasian 5 % 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 6,000

11. Church Programming—Worship

A. Worship Time

1 hr

Average Worship Attendance

40

B. Frequency of communion celebration: Monthly, Special Occasions per year

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

Corporate, volunteer readings, singing, unison readings, prayers, worship committee assists w/ planning



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) 0

B. Average attendance in Adult Education (Sunday) 8

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*
Stewardship	Budget/finanace	2	Monthly	Laity
Property	Property/grounds	3	Monthly	Laity
Christian Ed	Sunday School/VBS	2	Monthly	Laity
Fellowship	Functions/Gatherings	6	Monthly	Laity
Mission/Outreach	Community involvement	4	Monthly	Laity
Worship	Services	3	Monthly	Pastor/Laity
Congregational Care	Needs/support	2	Monthly	Laity
Bible Study		8	Monthly	Laity

*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: \$ 52,980.00 Last year's annual budget: \$ 32,880.00
(Attach a copy of current budget)

2. Percentage of income received toward budget: 76 %

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

A. EPC Per Member Asking \$ Session was planning to meet to

B. EPC World Outreach Global Workers \$ address giving but quarantine

C. EPC Special Projects \$ occurred

D. Presbytery Per Member Asking \$ _____

E. Other Missions/Missionaries \$ _____

4. Property owned by church

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

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 Fellowship Hall



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6. Compensation:

A. The salary range we are prepared to offer:

Position: Pastor 1/2 Time \$ 24,000-30,000

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

_____ Pension (minimum 10% gross effective salary)

_____ Medical insurance

_____ Life insurance

2,880-3,600 Social Security

_____ Travel/mileage

_____ Book allowance

2 wks Study leave allowance (minimum 2 weeks)

4 wks 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)

_____ 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 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
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 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 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
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 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 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
13. Is capable of change when and where appropriate.	<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
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?

Samaritans Purse - Shoe Boxes
Soup Kitchen
CHEW - Local Schools
Rise Against Hunger

16. Describe the strengths of your congregation.

Cares about each other
Sound Biblical teaching
Welcomes visitors
Spiritually alive

17. List specific problems with which your congregation struggles.

Change
Growth

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

Find pastor
Grow Congregation



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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 2016

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?

Empathetic - Seniors

Communication skills- people person

Appreciates understands traditions of the church

Leadership

Teaching true to the word of God



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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?

75th Anniversary Celebration
Founding families still a part of the congregation
The move from PCUSA to EPC

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

The move from PCUSA to EPC



Part 6: Other Information

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

Name	Dates of Service	
Don Neighbours	April 2019	to March 2020
LaVera Parato	2016	to 2018
Robert Bankhead	2010	to 2014

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

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