



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 pastor and the congregation, this is an opportunity for self-study and evaluation of current ministry and goals. This calls for honesty, effort, and open communication.

This Church Information Form (CIF) presents the local congregation’s history, challenges, and goals. It is our hope that this will help facilitate the search process by assisting both the church in focusing on future directions and applicants in gaining some sense of the nature and uniqueness of this congregation.

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.

Guidance for church-based human resources questions such as background checks, personnel policy manuals, and more is available at the Office of the General Assembly by contacting Marti Ratcliff at marti.ratcliff@epc.org or 407-930-4263.

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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





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Part 1: Church Information

1. Church Name Banks Presbyterian Church

Address 10012 New Town Rd

Marvin, NC 28173

Telephone (704) 843-6705 Fax (_____) _____

E-mail info@bankspresbyterianchurch.org Website www.bankspresbyterianchurch.org

2. Presbytery Presbytery of the Central Carolinas

Presbytery Ministerial Committee Liaison Butch Hill

3. Search Committee Chairman Leroy Mayne

Address 2023 Sandy Pond Lane

Waxhaw, NC 28173

E-mail Please Send All Resumes to info@knotnavigators.com

Telephone (425) 894-0148

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

Lead Pastor Full time Part time

Music Director Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time



5. List all key volunteer positions

- A/V Tech Team
- Worship Team
- Sunday Communications - Bulletins, Programs, Slides
- Men's & Women's Bible Study Leaders
- Children's Ministry Teachers & Assistants
- Supplies Manager
- Member Care Committee

6. List all vacant positions

Position Available Lead Pastor Date of Vacancy 11/1/2023

Position Available _____ Date of Vacancy _____

Position Available _____ Date of Vacancy _____

7. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>55</u>	<u>64</u>
B. Number of family units	<u>40</u>	<u>43</u>
C. Worship attendance	<u>65</u>	<u>101</u>

8. Community Growth Increasing Static Declining

9. Profile of church members

A. Age:

1 % 0-11 4 % 12-18 4 % 19-24 3 % 25-34
4 % 35-49 14 % 50-64 70 % 65+



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B. Occupation:

13 % Business 8 % Professional 2 % Trades
_____ % Agriculture _____ % Stay-at-Home Parent 77 % Retired
_____ % Other (Please Specify) _____

C. Educational level of adults

1 % some high school 20 % high school 68 % college 11 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 6 %
5 years or less 8 %
6-10 years 30 %
10 years or more 56 %

10. Racial/Ethnic composition of:

A. Congregation

_____ % African-American _____ % Asian 97 % Caucasian 3 % Hispanic
_____ % Other (Specify) _____

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

23 % African-American 2 % Asian 64 % Caucasian 8 % Hispanic
3 % Other (Specify) _____

11. 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: 130,875



12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
9:30	10	Prayer Service
10:00	18	Bible Study
11:00	73	Worship Service

B. Frequency of communion celebration: 12 per year

C. How are members involved in planning and participation in the liturgy/worship?
Session members participate in the announcements, responsive readings, offering and prayer, and the prayers for the congregation/relatives/friends/community. Session members have delivered sermons at times. Worship team has input on the music and songs chosen for services. Various members have solos and special songs.

D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)
Liturgy is traditional in elements of service but typically includes a blended liturgy. For Prayer Service, members gather and pray as they feel led. For Bible Study, 40-45 minutes of interactive Bible Study. Sundays tend to build with people who attend prayer service coming to Bible Study, and all Bible study comes to main worship together.

E. Type of music used in worship (e.g., traditional, contemporary, variety)
We enjoy singing a variety of music from hymns, to folk songs, Scripture choruses, and contemporary music.

13. Ministry Programs

A. Average attendance in Church School (under 18 years): 6

B. Average attendance in Adult Education (Sunday): 18

C. Average involvement in Small Groups: _____



14. Organizational Structure

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	Direction & Accountability	6	Monthly	2
Worship Team	Prepare songs for services	5	Monthly	3
Men's Bible Study	Study, prayer, fellowship	18	Weekly	3
Women's Bible Study	Study, prayer, fellowship	15	Weekly	3
Children's Ministry	Plan Curriculum	5	Quarterly	3
Missions	Communication & Budget	3	As needed	3
Special Events	Fellowship & Seasonal Events	3	As needed	2
Cemetary	Coordinate Information	2	As needed	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.
4. A staff person takes primary initiative and responsibility.

Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 200,000 Last year's annual budget: \$ 200,000
(Attach a copy of current budget)
2. Percentage of income received toward budget: 109.00 %



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

- A. EPC Percentage of Income \$ 1,700
- B. EPC World Outreach Global Workers \$ 15,600
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking/Percentage of Income \$ 1,700
- E. Other Missions/Missionaries \$ 79,639

4. Property owned by church

A. Describe buildings and property (other than manse), including condition.

Banks Presbyterian Church comprises a truly peaceful Sanctuary (1911, updated 2011), Fellowship Hall (1961, expansion 2003), a Mission Center (1953, updated 2023), and a cemetery located on 8-acres in the village of Marvin, NC, a suburb of Charlotte North Carolina. The Mission Center was briefly used as housing for pastors but has been rented to the Village of Marvin for their town offices from 1970-2022 and is now leased to The Marvin Women's Center, a pregnancy and family ministry since August 2023.

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

C. Is a building program or capital project 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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5. Compensation:

A. The salary range we are prepared to offer:

Position: Lead Pastor \$ 45000

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

5000 Retirement Plan (minimum 10% gross effective salary)

_____ Medical insurance (EPC medical coverage required for full-time TEs)

_____ Life insurance

_____ Social Security

1000 Travel/mileage

1000 Book allowance

2 Weeks Study leave allowance (minimum 2 weeks)

4 Weeks 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)

Yes Sabbatical frequency and length 3 months after 7 years

_____ Other (Specify: _____)

E. The church participates in the EPC's medical benefits plan Yes No

F. The church participates in the EPC's retirement plan Yes No



Part 3: Church Characteristics

Check the box that most closely describes the current characteristics of the congregation.

Our congregation...	Agree		Disagree	
1. Is spiritually vibrant	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2. Demonstrates love for the pastor and his/her family	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
3. 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
4. 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
5. Effectively integrates newcomers	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
6. Is engaged in evangelism	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
7. 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
8. Has a spirit of unity	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
9. Cares about each other	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Is supportive of the Session and pastoral leadership	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
11. Ministers well to members that are hurting	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Uses members' gifts in worship	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
13. 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
14. 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
15. Is connected to and prayerful about what God is doing in the global church	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

16. How are elders and deacons initially trained and equipped for ministry?

A selection committee receives nominations from the congregation. Elders are then prayerfully elected to serve by the congregation. They receive initial training with materials from the EPC but elders continue their discipleship and equipping throughout their tenure on Session.



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17. What is the Session's current practice regarding the ongoing discipleship of elders and deacons?

The Session is in consistent communication with the pastor regarding member needs, opportunities for serving the congregation, financial assistance, including hospital visits, home visits, calls, and delivering communion. This is on-the-job discipleship.

Session also spiritually grows through prayer and study. Recently, elders did a workbook called Jesus on Leadership by C. Gene Wilkes, to explore spiritual gifting and servant leadership. Elders are currently journeying through Transformational Church by Dr. Paul Borden and reading In the Name of Jesus by Henri Nouwen.

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

First, we partner with many missionaries across the local area and the world. We donate around 40% of church giving to go to other places and last year we almost hit 50%. We love it and supporting others to forward with God.

Banks has a 100+ year relationship with Marvin AME Zion Church, an African American congregation including combined church services, events, meals, and Retreats. Our story is detailed in the book and movie called, Inherit the Land.

We partner with the local Methodist Church's Food Bank both financially and with donations to serve the needy in our community.

Several members have an ongoing Prison Ministry uniting multiple churches.

19. Describe the strengths of your congregation.

Friendly & Welcoming to Broken People
Spiritually Mature
Giving
Prayerful
Caring and Helpful
Providing Missionary Support



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20. List specific problems with which your congregation struggles.

Discipling the members of our families.
Meeting young families with children.
Identifying key needs in the local community.

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

The Mission of Banks is The Great Commission given by Jesus

GO - Every member knows the needs of their neighbors and is able to pray and engage the congregation to meet needs of others.

MAKE DISCIPLES - Show neighbors, co-workers, and family how to live like Jesus and help others.

BAPTIZE - Our goal in 2023 was to see four people baptized at Banks and we are praying about our commitment in 2024 to be ten people.

TEACH - For all members to be life-long disciples of Jesus, learning His commands, training each member for significant ministry, and proclaiming the Gospel at home and abroad.

We want to worship God. Our congregation is a mix of charismatic and non-charismatic Christians who choose to love each other, serve together despite differences, and seek to be used by God in the building of His church.

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

Yes No

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

Yes No



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If you answered “Yes” to either 22 or 23, please explain.

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

Yes No

If yes, Date completed 6/2023

If yes, enter each statement or strategic plan (or attach copies if space below is limited).

Our Mission is the Great Commission given by Jesus in Mathew. Our mission is to Go into the world, Make Disciples, Baptize new believers, and Teach people to live out their faith into the world.



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Part 4: Leadership Expectations

1. What are some key character strengths a person should bring to this position?

Loves people and relationships
Gifted Leader to provide vision
Able to counsel different generations
Love of God demonstrated by the heart, mind, soul, and strength.

2. What are five key gifts/skills/abilities a person should bring to this position?

1. Able to communicate to multiple generations
2. Enhance and guide current ministries to include outreach to non-believers
3. Biblical preaching with practical examples
4. Winsome to encourage and example the unity of the church
5. Is a servant leader or willing to become one

3. What are the primary pastoral duties for the position? (Attach a position description)

Preaching
Bible Study
Guiding Worship Team
Visitations of sick, elderly, disabled with Elders
Fellowship with all church members
Marriage, parenting, and grief counseling



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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?

The life of Banks Church has endured many significant events in its 100+years. From its beginnings, challenges presented were overcome because we have known that GOD's love and guidance were present in our midst.

First, our church was founded on having African American and white Christians in fellowship together, in the Jim Crow south, 40 years before Dr. Martin Luther King Jr. We have maintained consistent prayer, fellowship, and worship between the two congregations for over 100 years. This

Second, in the 1980's member participation fluctuated and Banks was faced many times with diminishing membership, with as few as 8 members. We focused on following God's way, by prayer and reaching out and God changed the direction of His church.

Third, in 2013 Banks voted to separate from the PCUSA and become aligned with the 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 biggest challenges of the last few years has been disease and sicknesses. The covid challenge was the speed which we needed to change to meet the spiritual needs of the congregation. We had to pivot very fast for outdoor worship, video Bible studies, calling members instead of personal visits, and expanding our A/V capacity. This led to an expansion of ministry focus outside the walls of the church.

Covid also changed the healthiness of community partnerships and slowed down the two-plus year long process to establish The Marvin Women's Center. We learned that prayer is vital to the success of every ministry. The old manse is almost completely renovated and able to begin serving the needs of unexpected mothers, the unborn, and young couples in our community.

There were a number of deaths in our congregation and we still miss them. Our pastor of 23 years was diagnosed with an unexpected health situation and subsequently retired early. After a year with our transitional pastor leading us through grief and resetting the congregation, we are gaining skills in service, servant leadership, and evangelism to be ready to launch with our next called pastor to reach others with the Gospel.



Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service	
Rev. Michael Krauter (Transitional)	10/2022	to 10/2023
Rev. Scott Hilborn	4/1999	to 10/2022
Louis Pfeiffer	11/1991	to 3/1999

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

Banks has gone through a significant renovation of our hearts and scope of ministry in the congregation. For years we grew consistently but slowly and almost always with transfer growth related to community expansion. Our eyes are now open to how many non-Christians are in our community and we want to be a church congregation who opens our lives, events, and property to building relationships leading to sharing the Gospel with others. In 2023, we prayed to ask God to send us four new people who were ready to make professions of faith and be baptized. We know we will have to pray hard and work hard but we are praying for more in 2024.



Statement of Acknowledgment

The EPC believes that honesty and a commitment to open communication are critical to building the body of Christ. In that spirit, please confirm your agreement to the following statements by your signatures below.

1. We attest that the information contained in this Church Information Form is true and complete to the best of our knowledge.
2. We authorize applicants for the position(s) listed herein to make inquiries regarding all statements contained in this Church Information Form.
3. We authorize the Office of the Stated Clerk to circulate, distribute, and otherwise share this Church Information Form with potential candidates for the position(s) listed herein.
4. We acknowledge the Medical Plan and Retirement Plan services offered by the EPC's Benefit Resources, Inc., exist to serve EPC churches and their staff members. We also acknowledge the EPC's Book of Order requirement that EPC churches provide medical insurance to ordained staff members through BRI as mandated by the following Acts of the General Assembly:
 - 81-04 Terms of call for any minister of member churches shall provide for participation in the denominational hospitalization and disabilities programs. (*Minutes of the 1st General Assembly, 1-32*)
 - 81-06 The denominational group insurance plan providing health, disability, and life coverage shall be mandatory for all ministers within member churches. (*Minutes of the 1st General Assembly, 1-36*)
 - 88-08 Assembly amends participatory requirements for group health insurance plan by requiring participation of all ministers on the rolls of presbyteries with the exception of:
 1. Missionaries laboring in cooperative agreements with mission agencies;
 2. Ministers laboring in institutional agencies providing their own group insurance plan;
 3. Ministers afforded group insurance coverage as part of retirement benefits from a previous employer;
 4. Ministers without call, and ministers laboring less than 20 hours in a place of ministry. (*Minutes of the 8th General Assembly, 8-24*)

For information about EPC benefits through BRI, see www.epc.org/benefits, email benefits@epc.org, or call 407-930-4267.

Clerk of Session Robbie Smith Date 10/11/2023

Search Committee Chair Leroy Mayne Date 10/11/2023