



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





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Part 1: Church Information

1. Church Name Hudson Presbyterian Church

Address 201 W. Streetsboro St.

Hudson, OH 44236

Telephone (330) 650-1626 Fax (330) 342-5708

E-mail churchoffice@hudsonpc.org Website www.hudsonpc.org

2. Presbytery: Presbytery of the Alleghenies

Presbytery Ministerial Committee Liaison _____

3. Search Committee Chairman Jon Polhamus

Address 201 W. Streetsboro St., Hudson, OH 44236

E-mail HudsonPresbyterianChurch@hudsonpc.org

Telephone (330) 524-8564

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

- | | | |
|--|---|---|
| <u>Senior Pastor</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Director of Youth Ministry (currently vacant)</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Director of Children's Ministry</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Office Administrator</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Director of Music Ministries</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 |



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5. List all vacant positions

Position Available Senior Pastor Date of Vacancy 1-1-20

Position Available Director of Youth Ministry Date of Vacancy 10-1-20

Position Available _____ Date of Vacancy _____

6. Membership (state approximate numbers and percentages)

| | Five years ago | Currently |
|-----------------------------|----------------|-------------------------------|
| A. Number of church members | <u>180</u> | <u>123</u> |
| B. Number of family units | <u>110</u> | <u>85</u> |
| C. Worship attendance | <u>166</u> | <u>48 (+124 Online Views)</u> |

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

1 % 0-11 2 % 12-18 9 % 19-24 2 % 25-34
13 % 35-49 23 % 50-64 50 % 65+

B. Occupation:

23 % Business 23 % Professional 1 % Trades
0 % Agriculture 3 % Stay-at-Home Parent 50 % Retired
_____ % Other (Please Specify) _____

C. Educational level of adults

0 % some high school 100 % high school 80 % college 20 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 4 %
5 years or less 21 %
6-10 years 13 %
10 years or more 62 %



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9. Racial/Ethnic composition of:

A. **Congregation**

3 % African-American 0 % Asian 96 % Caucasian 1 % Hispanic
_____ % Other (Specify) _____

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

1.4 % African-American 4 % Asian 89 % Caucasian 3 % Hispanic
2.6 % 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 22,300 Residential

11. Church Programming—Worship

A. **Worship Time**

10:30

Average Worship Attendance

48 in person
124 online views

B. Frequency of communion celebration: 13 times per year

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

Lay Readers, Musical accompaniment and vocalists, Assistant pastor of discipleship covers for pastor



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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)

Primarily traditional with some praise and contemporary

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 7

B. Average attendance in Adult Education (Sunday) 10

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 | governance & spiritual leadership | 7 | 2x/month | 2 |
| Deacons | congregational care | 7 | monthly | 3 |
| Staff | administrative | 4 | weekly | 1 |
| Finance Committee | budget & stewardship | 5 | quarterly | 3 |
| Worship committee | planning & facilitating worship | 4 | quarterly | 2 |
| Missions Committee | local and global outreach | 6 | quarterly | 2 |
| Children & Youth | planning & support | 4 | as needed | 2 |
| Building & Grounds/ Personnel | maintenance/hiring & oversight | 3/3 | as needed | 3/2 |

*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: \$ 463,300 Last year's annual budget: \$ 546,000
(Attach a copy of current budget)

2. Percentage of income received toward budget: 77 %

3. Amount contributed for year 2020 (most recent complete reporting year)

- A. EPC Per Member Asking \$ 0
- B. EPC World Outreach Global Workers \$ 6,000 one worker, 8,000 2nd worker
- C. EPC Special Projects \$ 5,000 disaster relief & 2,500 Sierra Leone
- D. Presbytery Per Member Asking \$ 1,450
- E. Other Missions/Missionaries \$ 17,473

4. Property owned by church

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

Includes Sanctuary, Fellowship Hall, & Christian Education and Office Wing

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

Replacement of Main Office Entry Stairways

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: Senior pastor \$ Based on experience

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
- Optional Social Security
- Travel/mileage
- Optional Book allowance
- Study leave allowance (2 weeks)
- Annual vacation days (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 type="checkbox"/> 1 | <input checked="" 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 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 checked="" type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | <input type="checkbox"/> 1 | <input checked="" 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 type="checkbox"/> 1 | <input checked="" type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 7. Has a spirit of unity. | <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 |
| 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 type="checkbox"/> 1 | <input checked="" 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 type="checkbox"/> 1 | <input checked="" 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 type="checkbox"/> 1 | <input checked="" 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 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 |



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15. In what ways does your church participate in ecumenical activities?
regularly contributes to the needs of the Emergency Assistance Center in Northfield
participates in the Habitat for Humanity Coalition
part of the Hudson Ministerial Alliance

16. Describe the strengths of your congregation.
Bible-based teaching and preaching
Committed Lay leadership
Deacon Ministry- ministering well to the needs of the congregation
Welcoming atmosphere
Building structure and location
Missions- 10% tithe commitment to local and foreign mission partners
Communications is improving

17. List specific problems with which your congregation struggles.
Decreasing membership and attracting young families
Implementation of Vision
Leadership
Lack of outreach and evangelism
Giving deficit
Communications

18. List major goals that the congregation has set for itself.
Growth in new members
Increased young adult membership
Increased involvement in local missions
Increased engagement of all congregants
Development of small groups
Tithing for all



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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?

CHARACTER: A well respected, mature person of integrity with high biblical and moral ethics.

PREACHING EFFECTIVENESS: Skilled and knowledgeable in the ability to use the spiritual gift of teaching, utilizing scripture and faith-based sources, to impact the hearts and minds of listeners while encouraging them to apply the lesson to their daily lives.

WORK ETHIC: Willing to initiate and maintain more than the minimum work required in the Pastoral role without restricting the effort required to achieve desired church goals to the time clock and day of the week.

OUTREACH & EVANGELISM: Through preaching, teaching, leadership and coaching, prioritizes and prepares the congregation for evangelizing and serving missions both locally and distantly. Personally participates in foreign mission trips and local missions when time permits.

LEADERSHIP: Able to apply appropriate interpersonal styles to guide individuals and groups toward collaborative goal setting and task achievement, without primary reliance on formal authority, while maintaining morale. Develops others through teaching, training, coaching and developmental experiences.

BUILDING RELATIONSHIPS: Initiates relationship building in the congregation and community, with different people, regardless of age, gender, race, personality and background. Is able to create favorable first impressions and build rapport by being viewed as supportive and respectful.



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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?

1. Adding on the Education and office wing to church structure - 1994
2. Leaving the PC(USA) and joining the EPC - Sept 2006
3. Resignation of Sr. and Assoc. Pastors in two week period in 2008

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

Major staff turnover since 2019. Senior pastor, Children's Director, and Youth Director all departed HPC



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Part 6: Other Information

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

| Name | Dates of Service | |
|---|------------------|--------------------|
| <u>Bill Rasch (transitional pastor)</u> | <u>Mar 2020</u> | <u>to present</u> |
| <u>Rob Sparr</u> | <u>Aug 2010</u> | <u>to Dec 2019</u> |
| <u>Russ Howard (interim pastor)</u> | <u>Dec 2008</u> | <u>to Aug 2010</u> |

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

Session utilizes an annual review and evaluation process to determine pastor's effectiveness.

PSC has an expectation that incoming pastor's vision and values will be shared and in agreement with HPC's current vision and values.

Clerk of Session Laura Damecone Date 4/28/21

Search Committee Chair Jonathan R Polkamus Date 4/28/21

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