## **Full Time Pastor**

## Westminster Presbyterian Church Enid, Oklahoma

We are determined to locate a pastor who will continue energizing our current congregation through preaching and teaching, help us create and offer generational programs that will attract new members of all ages, encourage development of excellence and diversity in our music ministry, and guide us in cultivating our own talents to create a future of furthering His Kingdom.

We need a pastor who would love our family friendly town; one who would love to engage in the opportunities afforded in a community of this size; one who would appreciate the culture and generational cultures in this close-knit small city; one who would choose to call Enid home and become part of our thriving and vibrant city on the Plains.

# Job Description \$60,000--\$78,000 Total Package Depending on Experience \$48,000 Base

- 1. Be the primary spiritual leader of the church; lead the session (leadership team)
- 2. Develop and lead worship services and discipleship opportunities that will be compelling for all ages and stages of life.
- 3. Develop relationships within the congregation that result in spiritual growth and inspired discipleship.
- 4. Preach and teach the Bible as the authoritative Word of God.
- 5. Develop leaders who will assist you in providing effective discipleship opportunities and outreach to the community.
- 6. Develop ministries designed to attract young families.

## Qualifications

- Masters of Divinity degree required
- Already ordained or willing and qualified to pursue ordination with the Evangelical Presbyterian Church
- Deep relationship with Jesus Christ and commitment to Reformed theology
- Ability to relate to all ages and stages of life and build a multigenerational church
- Excellent verbal and written skills
- Good organizational skills and the desire to establish new ministry opportunities while maintaining the necessary current ministries
- Experience and competency in teaching and preaching Scripture

## HOW TO APPLY:

Please submit your cover letter, resume, and PIF (if applicable) to: Bruce Jackson, Chair

(580)402-4640 Brucejackson4189@gmail.com

WHO ARE WE? See our Church Information Form At EPC.ORG or ask us for One at addresses listed.

Church Physical Address 2217 Constitution Ave. Enid, OK 73703

Church Mailing Address P.O. Box 3421 Enid, OK 73702

## Where is Enid, OK?

https://www.enidbuzz.com/enid-history/ https://www.visitenid.org/about/enid-history/ http://www.enid.org https://en.wikipedia.org/wiki/Enid, Oklahoma https://www.cnbcenter.com/events



## Part 1: Church Information

1.	Church Name Westminster Presbyterian Church	า (dba W	estminster Churcl	n)
	2217 Constitution Avenue, Enid OK 73703 Address			
	or P.O. Box 3421, Enid, OK 7370	02	, condition to the control of the co	
	Telephone (580) 297-3778	Fax (		
	E-mail westminsterenidmedia@gmail.com	Website '	www.westminstere	enid.org
2.	Presbytery Great Plains Presbytery			
	Presbytery Ministerial Committee Liaison Kent	Mathe	ws	
3.	Bruco Jackson			
.,.	Address 3810 Whippoorwill Lane			
	Enid, OK 73703			
	E-mail brucejackson4189@gmail.com			
	Telephone (580) 402-4640			
4.	List all paid staff positions (use additional sheet	if necess	ary)	
	Music Minister L	Secretary de l'accessor de	Full time	Part time
	Guitarists (2)		Full time	Part time
	Electronic Keyboard	) en	Full time	Part time
	Percussionist O Ir	) en	Full time	Part time
	Nursery Attendant (1)		Full time	Part time
	Administrative Assistant		Full time	■ Part time
	Children's Church Director	oen	Full time	Part time
	Youth Church Director	L		Part time
	Custodian	waren ber and the second secon	Full time	Part time
,	Associate Pastor			Part time
	AGGICTANT		- <b>I</b>	



5. List all key volunteer positions

Sound Booth Tech (2 to 3) Maintenance for Small Repairs (1) Children & Youth Group on Sunday mornings and Wednesday evenings (1 to 2) Fellowship Committee: Plans and sets up for game nights and social events. (3 to 4) Session Members (6)

6.	List all vacant positions		۸ . ۱	
	Position Available Lead Pastor	Date of Vac	cancy April	
	Position Available			
	Position Available	Date of Va	cancy	
7.	Membership (state approximate numbers	and percentages)		
		Five years ago	Currently	
	A. Number of church members	100	79	
	B. Number of family units	50	40	
	C. Worship attendance	45	45	
8.	Community Growth Increasing	Static Declinin	ıg	
9.	Profile of church members A. Age:	-		
	$\frac{10}{4}$ % 0-11 $\frac{1}{10}$ % 12-18 $\frac{0}{70}$	_% 19-24 <u>5</u> % 25-34	1	
	$\Delta$ where $\Delta$ where $\Delta$	0/ (".		

14,2024



В.	Occupation:
	30 % Business 30 % Professional 5 % Trades
	5 % Agriculture 1 % Stay-at-Home Parent 27 % Retired
	2 % Other (Please Specify) Student
C.	Educational level of adults
	% some high school 30 % high school 60 % college 10 % graduate school
D.	Percentage of members belonging to the congregation
	Less than one year 5 %
	5 years or less 10 %
	6-10 years 2 <u>0</u> %
	10 years or more 65 %
10. Ra	cial/Ethnic composition of:
Α.	Congregation
	2 % African-American $0$ % Asian $93$ % Caucasian $5$ % Hispanic
	% Other (Specify)
В.	Community (within 5-mile radius of church)
	4 % African-American 1 % Asian 70 % Caucasian 12 % Hispanic
	13 % Other (Specify) Pacific Islanders
11. Co	mmunity Setting (check as many as apply):
Lo	cation
	Rural Small Town Metropolitan Suburban Inner City
Fu	nction
	Industrial Agricultural Recreational Military College/University
LI	
Δr	proximate population of community: 50,000
211	prominate population of community.



## 12. Worship

A.	Worship Time 10:30	Average Worship Attendance	Worship Style Blended
		200-700 Views Online	Each Week
ח			
			per year
€,	How are members in Weekley practice a	nvolved in planning and participation of the control of the contro	on in the liturgy/worship?
	Contemporary with	elements of traditional.	
E.		in worship (e.g., traditional, contem ry with some traditional hymns.	porary, variety)
3. Mi	nistry Programs		
A.	Average attendance	in Church School (under 18 years):	
В.	Average attendance	in Adult Education (Sunday):	12
C.	Average involvemen	nt in Small Groups:	8



## 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	Oversee Business	6	mo	1
Worship Committee	Worship Planning	5	mo	2
Mission Committee	Disbursements	5	qtrly	2
Fellowship	Dinners/Parties	3	qtrly	3
Building & Grounds	Fix Facility as Needed	1	mo	3
Discipleship	Spiritual Growth for Youth	4	as needed	3
Personnel	Communications	1	mo	2
Search	Hire Pastor	7	mo	3
Finance Committee	Reports/Budget/Treasurer	3	annual	3
		1		
Search Committee	New Pastor		Weekly	3

<sup>\*</sup>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.

Pa	rt 2: Financial/Church Campus Information	012
1.	Current annual budget: \$313 24500 Last year's annual budget: \$300 (Attach a copy of current budget)	<u> </u>
2.	Percentage of income received toward budget: 100.00	%



A Global Movement of Evangelical Presbyterian Churches ( THE TOTAL TOTAL

3.	Am	ount contributed for ye	ar (most recer	ıt complete rep	orting year)	)	
	A. EPC Percentage of Income		\$				
	B.	EPC World Outreach Gl	lobal Workers		\$		
	C.	EPC Special Projects				***************************************	
	D.	Presbytery Per Membe	r Asking/Perce	entage of Incon	ne \$ <u>1,545</u>	<u> </u>	
	E.	Other Missions/Mission	naries		\$ <u>50,00</u>	00	<u></u>
4.		operty owned by church Describe buildings and Acquired present chu	property (oth	-	, including c	condition.	
	В.	Are your buildings ade If no, please explain: Modifications needed				Yes	■No
	C.	Is a building program of the second of the s	or capital proje when, and proje	ect projected? ( ected cost		∐Yes	■No
		Does the church own a Condition: Pastor's Office/Study:	Good In Church	☐ In Manse	☐ Not Prov		■No
			Other				
ЕP	C Chi	urch Information Form, Marc	h 2023 Update				7 ./



5.

Cor	mpensation:			
A.	The salary range we are prepared to offer:			
	Position: Lead Pastor	\$ <u>48K Base Be</u>	efore Ben	<u>efits</u>
	Position:			
	Position:	`\$		<del></del>
B.	The average annual increase over the past th	ree years is:		
	Position:	\$	or	%
	Position:	\$	or	%
	Position:	\$	or	%
	Position:	\$	or	%
C.	Housing			
	Housing Allowance			
	☐ Manse Only			
	☐ Either of the Above			
D.	Benefits and expenses			
	X Retirement Plan (minimum 10%	gross effective salary	)	
	X Medical insurance (EPC medical	coverage required for	full-time TI	∃s)
	Life insurance			
	Social Security			
	X Travel/mileage			
	X Book allowance			
	Study leave allowance (minimun	n 2 weeks)		
	XAnnual vacation days (minimum	4 weeks)		
	Number of worship services per (in addition to vacation and stud		is provided	relief
	Sabbatical frequency and length			
	Other (Specify:			)
E.	The church participates in the EPC's medical		Yes	☐ No
F.	The church participates in the EPC's retirem	ent plan	Yes	∏Nọ



## **Part 3: Church Characteristics**

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

Ou	Our congregation		Agree		Disagree	
1.	Is spiritually vibrant	<b>\</b> 1	<b>1</b> 2	3	<u> </u>	
2.	Demonstrates love for the pastor and his/her family	1	2	3	<u></u> 4	
3.	Readily shares their gifts with the rest of the congregation	1	<b>a</b> 2	3	<u> </u>	
4.	Places a high priority on sound biblical preaching	<b>1</b>	2	3	<u>4</u>	
5.	Effectively integrates newcomers		<b>2</b>	3	<u></u> 4	
6.	Is engaged in evangelism		<b>2</b>	3	<u> </u>	
7.	Is often found living their faith in their communities	1	<b>2</b>	3	<b>4</b>	
8.	Has a spirit of unity	<b>1</b>	2	3	<b>4</b>	
9.	Cares about each other	<b>1</b>	2	3	<u> </u>	
10	. Is supportive of the Session and pastoral leadership	<b>1</b>	2	3	<b>4</b>	
11	. Ministers well to members that are hurting		<b>2</b>	<u> </u>	<u></u> 4	
12	. Uses members' gifts in worship	<u> </u>	<b>2</b>	<u> </u>	<u> </u>	
13	. Contains people willing and able to lead the congregation	<b>1</b>	2	<u></u> 3	<b>4</b>	
14	. Is capable of change when and where appropriate	<b>1</b>	2	<u> </u>	4	
15	. Is connected to and prayerful about what God is doing in the global church	<u> </u>	<b>2</b>	3	4	

16. How are elders and deacons initially trained and equipped for ministry? The current Pastor meets with potential elders every week before church for 8 weeks and counsels them and equips them to be effective leaders and session members. The candidates come before the congregation to profess their faith and commit to serving the congregation to the best of their abilities.



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

The session is comprised of trained elders. There are 6 sessions members who serve for a 3 year term (or more if needed). No ongoing training or discipleship is in place at this time.

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

We currently have an annual Easter Egg Hunt for neighborhood kids. We have an ice ream truck come to our church parking lot on the first day of school for free ice cream for the grade school that is nearby. We provide gift cards to teachers and staff for the same neighborhood school. We have participated in a grill walk partnering with our homeless ministry to provide free hamburgers to neighbors and invite them to attend our church. We host a Fall Festival in our church parking lot with outdoor carnival games for neighborhood kids. We are the area drop-off for (and enthusiastic participant) of the Samaritan's Purse Christmas Boxes for children around the globe.

In the past we have participated in the Cherokee Strip Parade and handed out bottled water on a very hot Saturday in September.

19. Describe the strengths of your congregation.

The core of our congregational family has been together for well over 100 years. In 2011 we faced the painful decision to walk away from our church building and seek a new pace for worship (we made use of a funeral home for awhile, then rented from a Seventh Day Adventist church for 7 1/2 years). These first steps bolstered our faith in God and assured us we were doing the right thing. We needed the additional love and support of a new denomination. These were found with EPC in 2012. We are a close, Bible-believing group who know God is watching over us and our hope is to share this belief with our community and the ongoing missions we have supported faithfully since 2011. We are financially strong. We are a warm, welcoming and inviting church.



20. List specific problems with which your congregation struggles.

Westminster needs an ordained pastor who needs a congregation! We have faced challenges with growth. A lot had to be learned fast with our online presence. We realize that technology is our friend and we have updated our equipment. We yearn for a strong youth program and the happy sounds of children in our midst. Young families will bring more energy, more focus and more meaning to our church. We need to communicate better with our congregation and take care of members that are in need. Many of our struggles have strengthened us.

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

We seek an ordained minister who is ready to harness the energy of this congregation.

We seek growth! Young families, empty nesters, retirees! We welcome a time when we can have more fellowship dinners, more small prayer groups, more neighborhood gatherings with child-friendly activities, an active youth program and a busy Sunday School roster to reach out to our members, both young and old. With more knowledge and confidence in our virtual presence, we have every intention of that continuing as well. We need a pastoral care team. We want to be God's messengers who will share and be there for those in need.

22. Has there	ever been disciplinary action taken against a pastor of your congregation?
Yes	■No
congrega	
Yes	[#]NO



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

-	ou completed a mission statement, vision statement, and/or a strategic plan for ongregation?
Yes	No
lf yes, l	Date completed 1/2021
If ves. 6	enter each statement or strategic plan (or attach copies if space below is limited).



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## Part 4: Leadership Expectations

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

We seek an individual who is spirit-filled and delivers sermons that are biblically sound and an M. Div. would be beneficial. We hope to find an individual who enjoys a multi-generational church. We would like this individual to lead us, guide us, encourage us, share the ministry and challenge us in the process. We have learned that communication skills are important. And organizational skills are equally important. These both would help us move forward to be as vibrant a church as we can be.

We don't expect our pastor to fix every problem that turns up. We have become somewhat self-propelled since forming Westminster. We hope to be part and parcel of a congregation ready to help our fellow beings and to show how large our heart for service can be.

- 2. What are five key gifts/skills/abilities a person should bring to this position?
  - 1. Leadship Skills
  - 2. Organizational Skills
  - 3. Interesting Bible based preaching.
  - 4. A caring heart to attend to the needs of the elderly or anyone in need.
  - 5. A desire to be a part of our community to be among them and encourage them to want to be a part of what we are doing at Westminster.

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

Preaching on Sunday morning and at any other time as needed for special services. Teaching (Sunday school classes, small groups, youth- as needed). Counseling, caring for and visiting anyone who is in need. Working with the administrative assistant to prepare what is needed for events, emails, Sunday services and any other needs for special events. Officiating for weddings and funerals as needed.



## Part 5: Church History

1. What do you consider to be the three most important events in the history of your church? The three most important events reflect "the worst of times and the best of times".

The hardest time for those of us who left First Presbyterian Church of Enid was leaving where many of us and our children were baptised and married and where we had the funerals of our loved ones.

The best of times: God provides! He helped us find a roof to shelter our heads, God sent a series of easrly pastors who were caring and sympathetic, and helped us reconcile with our new reality. We felt very quickly that we had made the correct decision. All would be well and has been well.

The current times: In April, 2019 we did a capital campaign and were able to pay cash for our own church property, one that we had considered almost from the very beginning. With His providence it has become reality. Since the original purchase, we have remodeled the stage to better accomodate the musicians, added new lighting, upgraded the sound and video systems and added a coffee bar for fellowship time. The children's classrooms were updated and are continually improving.

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

COVID changed life as we knew it three years ago. What remains the same? The love of Christ and our love for each other.

Our church has met every challenge with courage, determination and a strength that has been admirable. Our Session has stayed the course and kept us together and are to be commended for their sheer grit at times. Their job has not been for the faint of heart.

The road has not always been smooth; learning the ins and outs of being online has tried the patience of our most saintly but we are now thriving in the new tech world. And we will persevere . . . "For all things are possible with God" - Matthew 17:20.



#### Part 6: Other Information

1. List the last three individuals who held this position

Name	D	ates of Service	
Roland Slater ( Rv ling ) Cla	√	to 2/2024	
Tim Palmer (Ruling Elder)	<sup>7</sup> 7/2018	to 10/2020	
Rev Phil Wilson (Interim)	7/2017	to 6/2018	

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

The best thing about our Westminster church family is that it us just that - A FAMILY.

This congregation has its roots in the rough and tumble start of Enid, Oklahoma. It is a town that sprang up on the prairie overnight in 1893. The years that followed the Land Run were drought-ridden, hard scrabble and only those who had faith that things would get better stayed and they didn't sell out and leave. And so it was. The first Presbyterians were formally organized in January of 1894.

In the years since, Enid has become a center for agriculture, oil and gas exploration and a community of friendly people who know right from wrong and the importance of a good education with a college campus on the east side of town and two colleges with satellite campuses, a fairly new grade school and several other updated grade schools that have remarkable improvements because of bond issues that were passed, and a new performing arts center and competitive gym at the high school. Our vocational school offers many valuable degrees and recently opened a restaurant where the culinary school students get to show off their talents. Enid has an appreciation for a strong medical community with two hospitals and many physicians in all fields. There are golf courses, city parks, annual celebrations, the oldest symphony orchestra in the state of Oklahoma, a community theater (Gaslight Theater) which offers 6-7 great productions every year showcasing local talent, biking trails, dog parks, a skate board park, a world class children's museum (Leonardo's), Cherokee Strip Regional Heritage Center (museum), a great YMCA and there's even a Railroad Museum. We are home to Vance Air Force Base, where the best pilots in the world are trained. We have new restaurants opening on a regular basis and lots of quaint boutiques. We have a new state of the art soccer complex hosting many tournaments and events for all ages. Plans are being finalized for a modern movie theater complex that will provide entertainment for the old and young alike including Duck Pin bowling and more than 100 arcade games for kids. And close enough to Oklahoma City, Tulsa and Wichita that you can have the convenience of a more metropolitan area but not the headaches! Enid is a great community and it's affordable



## 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:
    - Missionaries laboring in cooperative agreements with mission agencies; 1.
    - 2. Ministers laboring in institutional agencies providing their own group insurance plan;
    - Ministers afforded group insurance coverage as part of retirement 3. benefits from a previous employer;
    - Ministers without call, and ministers laboring less than 20 hours in a 4. 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 Bruce Jackson	Date 1/23/2024	_2/12/-4
Search Committee Chair Bruce Jackson	_ <sub>Date</sub> _1/23/2024	3/12/24