



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.

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





EPC

A Global Movement of Evangelical Presbyterian Churches

Part 1: Church Information

1. Church Name Westminster Presbyterian Church (dba Westminster Church)

Address Mailing Address: P O Box 3421 Enid, OK 73702

Physical Address: 2217 Constitution Ave Enid, OK 73703

Telephone (580) 237-7770 Fax (580) 237-3703

E-mail westminsterenidmedia@gmail.com Website www.westminsterenid.com

2. Presbytery: Great Plains Presbytery

Presbytery Ministerial Committee Liaison Kent Mathews

3. Search Committee Chairman Bruce Jackson

Address 3810 Whippoorwill Ln.

Enid, OK 73703

E-mail brucejackson@jacksonsofenid.com

Telephone (580) 402-4640

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

- | | | |
|-----------------------------------|------------------------------------|---|
| <u>Music Minister</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Violin soloist and singer</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Pianist</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Electronic Keyboard</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Percussionist</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Nursery Attendants - (4)</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Children's Church Director</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Administrative Assistant</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u> </u> | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |



5. List all vacant positions

Position Available Lead Pastor Date of Vacancy 12/01/2020

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>103</u>	<u>100</u>
B. Number of family units	<u>61</u>	<u>50</u>
C. Worship attendance	<u>45</u>	<u>55-60(+15-25 Online)</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

10 % 0-11 1 % 12-18 0 % 19-24 5 % 25-34
4 % 35-49 10 % 50-64 70 % 65+

B. Occupation:

30 % Business 30 % Professional 5 % Trades
5 % Agriculture _____ % Stay-at-Home Parent 25 % Retired
5 % Other (Please Specify) _____

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 20 %
10 years or more 65 %



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

9. Racial/Ethnic composition of:

A. **Congregation**

2 % African-American _____ % Asian 93 % Caucasian 5 % Hispanic
_____ % Other (Specify) _____

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

4 % African-American 1 % Asian 80 % Caucasian 12 % Hispanic
3 % 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 49,250

11. Church Programming—Worship

A. **Worship Time**

10:30

Average Worship Attendance

50-65 (+15-25 Online Post Covid)

B. Frequency of communion celebration: _____ 14 per year

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

Worship committee of 5



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

Variety of Contemporary and Traditional

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

Mixture of Contemporary and Traditional

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 5 - 10

B. Average attendance in Adult Education (Sunday) none at present but has been 20

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	Ongoing business	6	mo	1
Worship Comm	Plan Worship	5	mo	2
Mission Comm	Disbursements	5	qtrly	2
Fellowship	Dinners/Parties	5	qtrly	3
Building and Grounds	Oversee Property	5	mo	3
Nurture/Youth	(OPEN)			
Personnel	Communications	4	mo	2
Search	Hire Pastor	7	mo	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: \$ 246 K Last year's annual budget: \$ 375 K
(Attach a copy of current budget)

2. Percentage of income received toward budget: _____ 100 %

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

A. EPC Per Member Asking \$ 1,000

B. EPC World Outreach Global Workers \$ 24,000

C. EPC Special Projects \$ _____

D. Presbytery Per Member Asking \$ 1,545

E. Other Missions/Missionaries \$ \$40-\$46,500

4. Property owned by church

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

Acquired present church property April 2019. Our church is on more than 3 acres on one of Enid's main east-west axis. The plant includes more than 7500 square feet and has a nave, gathering areas, offices, board room & classrooms.

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

Modifications needed for education wing and fellowship hall.

C. Is a building program projected? Yes No
If yes, describe what, when, and projected cost

Just a dream at present.

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: Lead Pastor \$ \$65K - \$75K Base before benefits

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: Lead Pastor \$ 5,000 or 5 %

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
- Social Security
- Travel/mileage
- Book allowance
- Study leave allowance (minimum 2 weeks)
- Annual vacation days (minimum 4 weeks)
- 4 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 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 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 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 type="checkbox"/> 2	<input checked="" 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 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 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 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 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 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



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

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

Westminster is involved in several outreach ministries locally. Westminster has:

- provided a weekly meal with Forgotten Ministries to feed the Marshallese Island community, as well as Forgotten Ministries' prison outreach program.

- hosted a Fall Festival and Easter Egg Hunt for neighborhood families.

- manned a free bottled water booth on the Downtown Square during Enid's Annual Cherokee Strip Parade (which usually lands on a very hot Saturday in September).

More recently: We have been the area drop-off for (and enthusiastic participant) of the Samaritan's Purse Christmas Boxes for children around the globe.

And Westminster has begun the CELEBRATE RECOVERY outreach program.

16. 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 leave PCUSA and our beautiful church and seek a new place 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 a financially strong and debt free congregation. We welcome all!

17. List specific problems with which your congregation struggles.

Westminster wants an EPC-ordained pastor who needs a congregation! We have faced COVID challenges and have met them "in socially distant spaces" and "virtually". A lot has been learned fast! Westminster online - who knew? We realize technology is our friend and we are updating 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 a strong wind to fill our sails! There has been a lack of pastoral care and with teamwork a lot could be accomplished with our congregation.

18. 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 soon when we can have fellowship dinners, 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've every intention of continuing an online presence and more outreach. We want to be God's messengers who will share and be there for those in need.



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 January 2021

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?

We seek an individual who is filled with the love of Christ and delivers biblically-sound sermons. An M. Div. would be required. 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.

Communication skills are important we have learned, as are organizational skills. They go hand-in-hand. Both would help us move forward (post COVID) to be as vibrant a church as we can be. We'd like to be involved as a church in our city,;historically, that is one of our congregation's strong points.

We have a need for Christian education to "feed our souls" and equip our group to be ready to answer the call, whatever it may be. We are close to being a clean slate in that area.

Hospital calls are on the wish list, a chaplain for times of illness and family emergencies. Personal relationships are important to our group and have been missed.

We don't expect our pastor to fix every problem that turns up. We have become somewhat self-propelled over the last 11 years. 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. The Great Commission in action.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

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 best of times and the worst of times."

1) The hardest time for those of us who left First Presbyterian Church of Enid, Oklahoma was the interminably long afternoon when the PCUSA presbytery, with no "gracious dismissal policy" in place, turned us out of the building where many of us had been baptized, had been married, had buried our great grandparents, our grandparents, and our parents. It was where we had our first communion. It was where our children and grandchildren had been baptized. It was where our children had been married. For many of the congregation it was admittedly the hardest thing we had ever been called to do. We became "the Runaway Presbyterians."

2) The other side of the coin? God provides. ("Godthings", almost.) He helped more than once to find a roof to shelter our heads, God sent a series of pastors who were caring and sympathetic, and helped us to reconcile with our new reality. We felt very quickly that we had made the correct decision. All would be well and all has been well.

3) The third event? In April of 2019 we bought our own church, one that we'd considered almost from the very beginning. With His Providence it has become reality.

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

COVID has changed life as we once knew it. What remains the same? The love of Christ.

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

The road has not always been smooth; learning the ins and outs of being online has tried the patience of our most saintly but it is improving! 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 the position of Lead Pastor

Name	Dates of Service	
<u>Tim Palmer (ruling elder)</u>	<u>Jul '18</u>	to <u>Oct '20</u>
<u>Rev Phil Wilson (interim)</u>	<u>Jul '17</u>	to <u>Jun '18</u>
<u>Rev Rusty Mosley</u>	<u>Jun '14</u>	to <u>Jun '17</u>

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

The best thing about our Westminster church family is that it is just that. IT IS A FAMILY.

This congregation has its roots in the rough and tumble start of Enid, Oklahoma Territory, 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; they didn't sell out and leave. And so it was. These pioneer Presbyterians in Enid were formally organized in January of 1894. With Enid's reliance on agriculture and oil & gas the economic ups and downs are levelled somewhat. Enid has two college campuses offering two and four year opportunities. The Air Force has had a training base in the community since WW II that has provided an enrichment to Enid's life syle with personnel coming from all corners of the country as well as overseas. Enid also has two regional hospitals with partnerships with the large medical centers in Oklahoma City and Tulsa.

Pastor job description, a welcome letter, Westminster Vision and Mission Statement, and the 2021 annual budget are included in attachment form.

Clerk of Session Bruce Jackson Date Feb 1

Search Committee Chair Bruce Jackson Date 2021

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