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 2: Financial/Church Campus Information
Part 3: Church Characteristics
Part 4: Leadership Expectations
Part 5: Church History
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
Part 1: Church Information

1. Church Name Forks of the Brandywine EPC
   Address 1648 Horseshoe pike (route 322)
   Glenmoore Pa 19343
   Telephone (610) 942 2626 Fax (610) 942 7066
   E-mail office@forkschurch.org Website www.forkschurch.org

2. Presbytery: POTE
   Presbytery Ministerial Committee Liaison Rev. Daniel Moore

3. Search Committee Chairman RE William W. (Bill) Smith
   Address 1585 chestnut tree rd.
   Honey Brook Pa 19344
   E-mail Bill.Smith@Forkschurch.org
   Telephone (484) 364 1529

4. List all paid staff positions (use additional sheet if necessary)
   Pastor  ☑ Full time  ☐ Part time
   Secretary  ☐ Full time  ☑ Part time
   Sexton  ☐ Full time  ☑ Part time
   Director of music  ☐ Full time  ☑ Part time
   Organist  ☐ 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 vacant positions

Position Available Pastor Date of Vacancy 12/31/2018
Position Available
Position Available

6. Membership (state approximate numbers and percentages)

<table>
<thead>
<tr>
<th></th>
<th>Five years ago</th>
<th>Currently</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Number of church members</td>
<td>147</td>
<td>133</td>
</tr>
<tr>
<td>B. Number of family units</td>
<td>117</td>
<td>101</td>
</tr>
<tr>
<td>C. Worship attendance</td>
<td>130</td>
<td>114</td>
</tr>
</tbody>
</table>

7. Community Growth  ✔ Increasing  □ Static  □ Declining

8. Profile of church members
A. Age:

4 % 0-11  6 % 12-18  2 % 19-24  2 % 25-34
18 % 35-49  34 % 50-64  34 % 65+

B. Occupation:

18 % Business  24 % Professional  14 % Trades
5 % Stay-at-Home Parent  39 % Retired

C. Educational level of adults

7 % some high school  44 % high school  38 % college  11 % graduate school

D. Percentage of members belonging to the congregation

Less than one year  2 %
5 years or less  11 %
6-10 years  24 %
10 years or more  63 %
9. Racial/Ethnic composition of:
   A. **Congregation**
      <1 % African-American  <1 % Asian  98 % Caucasian  ___ % Hispanic
      ___ % Other (Specify)
   
   B. **Community** (within 5-mile radius of church)
      12 % African-American  2 % Asian  78 % Caucasian  8 % 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 **39,000**

11. Church Programming—Worship
   A. Worship Time
      10:30am

   Average Worship Attendance
      114

   B. Frequency of communion celebration: **12** per year

   C. How are members involved in planning and participation in the liturgy/worship?
      Music, Children's message, Worship Leader, RE assistant, Readers
D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)
   Blended

E. Type of music used in worship (e.g., traditional, contemporary, variety)
   Traditional (organ), some contemporary (piano, keyboard)

12. Church Programming—Sunday School
   A. Average attendance in Church School (under 18 years) 11
   B. Average attendance in Adult Education (Sunday) 30

13. Church Programming—Organizations/Committees
   List major boards, committees, and organizations that are part of your church and
   frequency of meetings (monthly, weekly, etc.)

<table>
<thead>
<tr>
<th>Name</th>
<th>Purpose of Group</th>
<th>Number of members</th>
<th>Frequency of meetings</th>
<th>Leadership Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session</td>
<td></td>
<td>6</td>
<td>monthly</td>
<td>1</td>
</tr>
<tr>
<td>Deacons</td>
<td></td>
<td>7</td>
<td>monthly</td>
<td>3</td>
</tr>
<tr>
<td>Trustees</td>
<td></td>
<td>9</td>
<td>MONTHLY</td>
<td>3</td>
</tr>
<tr>
<td>Fellowship Committee</td>
<td></td>
<td>7</td>
<td>monthly</td>
<td>3</td>
</tr>
<tr>
<td>Missions Committee</td>
<td></td>
<td>4</td>
<td>monthly</td>
<td>3</td>
</tr>
<tr>
<td>Christian ed.</td>
<td></td>
<td>4</td>
<td>monthly</td>
<td>3</td>
</tr>
<tr>
<td>Youth</td>
<td></td>
<td>4</td>
<td>monthly</td>
<td>3</td>
</tr>
</tbody>
</table>

*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.
Part 2: Financial/Church Campus Information

1. Current annual budget: $339,505  Last year's annual budget: $349,505
   (Attach a copy of current budget)

2. Percentage of income received toward budget: 102%  

3. Amount contributed for year (most recent complete reporting year)
   A. EPC Per Member Asking $3,266
   B. EPC World Outreach Global Workers $2,500
   C. EPC Special Projects $
   D. Presbytery Per Member Asking $1,846
   E. Other Missions/Missionaries $75,071

4. Property owned by church
   A. Describe buildings and property (other than manse).
      Land: 16 acres, Manor house (built ca 1820), Trail life lodge (former 1 rm school house), Main cemetery (1735-present) "New side" cemetery (1741-1905), Storage building.
   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 ____________________________
6. Compensation:
   A. The salary range we are prepared to offer:
      Position: Pastor $ 49,660
      Position: ___________________________ $ ________
      Position: ___________________________ $ ________

   B. The average annual increase over the past three years is:
      Position: Pastor $ ________ or 2%
      Position: ___________________________ $ ________ or ___%
      Position: ___________________________ $ ________ or ___%
      Position: ___________________________ $ ________ or ___%

   C. Housing
      □ Housing Allowance
      □ Manse Only
      □ Either of the Above

   D. Benefits and expenses
      $6,000 Pension (minimum 10% gross effective salary)
      $9,840 Medical insurance
      $180 Life insurance
      $5,050 Social Security
      $2,000 Travel/mileage
      $300 Book allowance
      2 weeks Study leave allowance (minimum 2 weeks)
      4 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)
      $9,020 Other (Specify: HSA, Dental, Annuity, LTD)
### Part 3: Church Characteristics

*Check the box that most closely describes the current congregation characteristics and future goals*

<table>
<thead>
<tr>
<th>Our congregation...</th>
<th>Currently Agree</th>
<th>Disagree</th>
<th>Goal Agree</th>
<th>Disagree</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Supports the pastor.</td>
<td>☐ 1 ☑ 2 ☐ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>2. Readily shares their gifts with the rest of the congregation.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>3. Places a high priority on sound biblical preaching.</td>
<td>☐ 1 ☐ 2 ☐ 3 ☑ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>4. Gladly welcomes visitors and new members.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>5. Is involved in local evangelistic ministries.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>6. Is often found living their faith in their communities.</td>
<td>☐ 1 ☐ 2 ☐ 3 ☑ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>7. Has a spirit of unity.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>8. Cares about each other.</td>
<td>☐ 1 ☑ 2 ☐ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>9. Looks to its Session for leadership.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>10. Ministers well to members who are hurting.</td>
<td>☐ 1 ☑ 2 ☐ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>11. Uses members' gifts in its worship.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>12. Contains people willing and able to lead the congregation.</td>
<td>☐ 1 ☑ 2 ☐ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>13. Is capable of change when and where appropriate.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
<tr>
<td>14. Is spiritually alive.</td>
<td>☐ 1 ☐ 2 ☑ 3 ☐ 4</td>
<td></td>
<td>☐ 1 ☐ 2 ☐ 3 ☐ 4</td>
<td></td>
</tr>
</tbody>
</table>
15. In what ways does your church participate in ecumenical activities?

1) Pulpit Exchange with local Reformed churches
2) Choir has sung with Brandywine Area Community Choir (composed of local protestant and Catholic church choirs)
3) "Good Works" Ministry, modeled on Habitat For Humanity, repairing homes of low-income and disabled homeowners, with emphasis on relational evangelism
4) Trail Life and American Heritage Girls Troops (Ministry to young people replacing Boy Scouts and Girl Scouts with strong Christian model)
5) Women's Retreat, 1-day in-house outreach taught by Biblical scholar, Dr. Karen Jobes
6) Women attended Alliance For Confessing Evangelicals local conference.

16. Describe the strengths of your congregation.

See attached sheet

17. List specific problems with which your congregation struggles.

See attached sheet

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

See attached sheet
16. Describe the Strengths of your congregation.

- The Forks' congregation has a strong desire to worship God and to be enriched by His Word to strengthen us to respond to the challenges of the 21st century.
- We strive to support our pastor and his family spiritually, financially, emotionally.
- We are committed to the authority of Scripture and to obeying its directives.
- We have a compassion mindset, seeking effective ways to carry it into action.
- Our congregation is mission-minded.
- Our facilities are beautiful, adequate for our use, well-maintained.
- We are debt-free
- Forks staff is committed and capable in support of our pastor
- Forks Church is well-situated in a growing geographical area

17. List specific problems with which your congregation struggles.

- Struggle to balance serving/support of our long-standing members with a vibrant outreach to a changing community.
- Needing guidance and leadership in the congregational desire to compassionate action and outreach
- Needing to improve ministry to families, reinvigorate the Christian Education program
- Instill a spirit of grace toward one another when disagreements arise

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

- Move forward with our recently-created discipleship ministry.
- Put the Great Commission into action in ways that fit the times.
- Love one another Biblically, providing accountability and encouragement toward growth in multi-generational relationships.
- Greater participation in Sunday School/Christian Education
- Improve outreach and enfolding efforts to build the body of Christ
- Improve our online and social media presence.
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.

An article dated 1880 referred to some congregational disapproval of the pastor ca. 1742 during the "Old Side-New Side" split. No other available information.

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

☐ Yes  ☐ No

If yes, Date completed 2011

If yes, attach copies of each statement or strategic plan the church has completed.
Part 4: Leadership Expectations

1. What five key characteristics, gifts, and/or skills should a person bring to the position?

   Our pastor should be
   1) a “people-person” who enjoys meeting and interacting with all age groups.
   2) a shepherd/leader and motivator who models living his faith in daily life. He will provide pastoral care for those in need, help those in conflict, and manage expectations.
   3) Scripturally-sound, proficient in teaching/preaching, encouraging congregants to study and put the Word into action
   4) an effective time-manager, an independent, self-motivated self-starter
   5) a visionary, working with the Session and able to inspire, instruct and lead the congregation, who will seek out and formulate new ways to be the Church in our changing culture.
Part 5: Church History

1. What do you consider to be the three most important events in the history of your church?

-- Disaffiliating from the PC(USA). The congregation became concerned by the drift from orthodoxy/orthopraxy in the denomination which followed the denial of the inerrancy and authority of Scripture. In 2001, Rev. James A. Curtis and the Session felt led to begin departure, and the Forks affiliated with the New Wineskins Association in 2004 and, in 2007, the Forks voted 131-3 to move into the EPC, and the congregation was received into the POTE in 2010, retaining grounds and facilities.

-- Creating a Seminary Education Fund for to provide scholarships to young men called to ministry. Five men from the Forks congregation are now ordained clergy with the help of these funds which began with bequests of two former pastors.

-- Founding of the church by ardent supporters of the American Revolution--over 30 Revolutionary War veterans buried in the cemetery. The Rev. John Carmichael was spiritual advisor to the Continental Army and Gen. George Washington. The church building was destroyed by a post-war fire and rebuilt with financial help from Benjamin Franklin and Dr. Benjamin Rush, both signers of the Declaration of Independence.

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 sudden and unexpected departure of our beloved and respected pastor in late 2018 shifted the focus of church leadership away from finalizing a discipleship ministry effort toward leading the congregation and initiating the search for our new pastor. With its interim pastor, the Session has undertaken a revitalization of Sunday School by offering "The Essentials of Our Faith" as a multi-generational summer class. There is a follow-up class planned for Fall semester covering the Shorter Catechism. We've begun a weekly prayer meeting, which has been well-attended. The future of our 285-year-old congregation is in the hands of our faithful God and we seek to please and glorify Him into eternity.
Part 6: Other Information

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Dates of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rev. Dr. John W. (Will) Snyder</td>
<td>2010 to 2018</td>
</tr>
</tbody>
</table>

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

Another recent challenge: The Session recently decided to renovate our first floor to create a large space as a welcome center and gathering area for fellowship after worship and for other congregational interaction. The changes to the building resulted in some internal tension and leaders are working to unify the vision and mission of the congregation.