



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 Center Church

Address 333 Center Church Road

Grove City, PA 16127

Telephone (724) 748-4118 Fax (_____) _____

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

2. Presbytery Presbytery of the Alleghenies

Presbytery Ministerial Committee Liaison _____

3. Search Committee Chairman _____

Address _____

E-mail _____

Telephone (_____) _____

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

Lead Pastor Full time Part time

Administrative/Financial Secretary Full time Part time

Music Director Full time Part time

Custodians (2) 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



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5. List all key volunteer positions

- Children's church teachers
- Sunday school teachers
- Small group leaders
- Worship leaders and musicians
- Sound technicians
- Video/live stream technicians
- Worship service greeters

6. List all vacant positions

Position Available Lead Pastor Date of Vacancy 8/1/2023

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>188</u>	<u>83</u>
B. Number of family units	<u>85</u>	<u>45</u>
C. Worship attendance	<u>75</u>	<u>40</u>

8. Community Growth Increasing Static Declining

9. Profile of church members

A. Age:

7 % 0-11 0 % 12-18 0 % 19-24 7 % 25-34
11 % 35-49 18 % 50-64 56 % 65+



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B. Occupation:

15 % Business 10 % Professional 20 % Trades
1 % Agriculture 10 % Stay-at-Home Parent 40 % Retired
4 % Other (Please Specify) self-employed

C. Educational level of adults

2 % some high school 60 % high school 30 % college 8 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 0 %
5 years or less 5 %
6-10 years 11 %
10 years or more 84 %

10. Racial/Ethnic composition of:

A. Congregation

0 % African-American 0 % Asian 97 % Caucasian 2 % Hispanic
1 % Other (Specify) _____

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

4.4 % African-American 2.5 % Asian 90.9 % Caucasian 2.3 % Hispanic
_____ % 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: 31,400



12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
<u>9:30am</u>	<u>40</u>	<u>Traditional/Modern</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

B. Frequency of communion celebration: 12 per year

C. How are members involved in planning and participation in the liturgy/worship?
Our members collaborate with the Elders and Pastor by serving on the Worship and Prayer committee.

D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)
We use a mix of traditional and contemporary liturgy.

E. Type of music used in worship (e.g., traditional, contemporary, variety)
Our music is a mix of traditional hymns and contemporary worship music.

13. Ministry Programs

- A. Average attendance in Church School (under 18 years): 0
- B. Average attendance in Adult Education (Sunday): 6
- C. Average involvement in Small Groups: 20



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*
Worship and Prayer	Sunday worship services and leading in prayer	2-4	as needed	3
Stewardship of Resources	Managing finances and staff	2-4	as needed	3
Discipleship	Determining curricula for all ages	4-6	1xmo.	3
Community Service and Outreach	Fostering evangelism and supporting benevolences	1	1xquarter	3
Nominating	Nominating church officers	5-7	as needed	3
Deacons	Care of church members and hospitality	5-6	1xmo.	3
Trustees	Care of church facilities	2-6	as needed	3
Facilities Improvement	Lead innovation of facility use	6	as needed	3
Missionary Society	Fellowship, bible study	8-10	1xmo.	3
Session	Church Leadership	5-6	1xmo.	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.
4. A staff person takes primary initiative and responsibility.

Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 120,000 Last year's annual budget: \$ 145,000
(Attach a copy of current budget)
2. Percentage of income received toward budget: 112.00 %



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

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

4. Property owned by church

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

Sanctuary, Narthex, Christian Education wing, Pavilion, Amphitheater, Cemetery, 2 parking lots, and a manse, which is currently leased to a local domestic abuse organization. All facilities are in good condition.

- 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

In spring of 2024, we plan to build three Pickleball courts on church grounds. The projected cost of the project is \$80,000. Funds in the amount of \$66,000 have already been donated or pledged to the project.

- 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 (part time) \$ 50,000 (salary and benefits)

Position: _____ \$ See note on pg 15.

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

negotiable Retirement Plan (minimum 10% gross effective salary)

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

negotiable Life insurance

negotiable Social Security

negotiable Travel/mileage

negotiable Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

negotiable Number of worship services per year for which pastor is provided relief (in addition to vacation and study leave)

negotiable Sabbatical frequency and length _____

negotiable 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 type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4
6. Is engaged in evangelism	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4
7. Is often found living their faith in their communities	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
8. Has a spirit of unity	<input checked="" type="checkbox"/> 1	<input 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 type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4
12. Uses members' gifts in worship	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
13. 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
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 type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4

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

Elders and Deacons have met with the Pastor to discuss and understand the biblical requirements for serving as an Elder or Deacon and the roles and responsibilities as outlined in the EPC Book of Order. Elders and Deacons have also been given books that discuss serving as church officers.



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

The Elders currently lead each other in devotions on a monthly basis and pray together. The Elders are also highly involved in the small group ministry, where we study the word together and fellowship with each other and other church attendees. The Elders communicate frequently via text, phone, and email to complete church business and encourage one another.

The Elders have not consistently done these things intentionally, and see room for improvement in this area.

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

We have partnered with the local Young Life chapter, supporting the student leaders and working to adopt their relational strategies and methods for evangelism. We have partnered with another local church to share our church facilities for worship and fellowship.

We support local ministry organizations including Seneca Hills Bible Camp, Meals on Wheels, and the Promise of Life Network.

We participate in local school events, including the high school baccalaureate and See You at the Pole.

We have participated in local Christian Endeavor mission trips.

19. Describe the strengths of your congregation.

Our congregation is comprised of mature Christians who love the Lord and are willing to serve and actively participate in the ministry opportunities that we offer. We have a desire to seek the renewal of our local church body and to increase our evangelism efforts.



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20. List specific problems with which your congregation struggles.

We struggle with communication in several areas: communication from leadership to the congregation can be improved, as can communication from congregants to leadership.

We have struggled with rebuilding membership.

We are facing the burn out of our church leaders because of multiple years of challenging transitions.

We have an aging congregation and struggle to attract younger people to our congregation.

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

Our top three goals are:

1. Intentionally engaging in evangelism within our community. This goal is the impetus for the Pickleball building project described on page 7, as we view Pickleball as a great opportunity to connect with people and build relationships.
2. Discerning opportunities to serve our community, specifically those which lead to opportunities for evangelism.
3. Improving our discipleship capabilities.

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.

A Transitional Pastor was suspended indefinitely from his office by the Presbytery of the Alleghenies for a legal matter that occurred outside the parameters of his leadership here and did not involve Center Church in any way.

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

Yes No

If yes, Date completed 10/2021

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

Vision Statement: To be a church that proclaims the love of Christ by serving and building personal relationships with our community.

Strategic plan:

1. Partner with our local Young Life chapter to support the college-aged student leaders with encouragement, food, and prayer, and to learn the Young Life strategies for relational evangelism.
2. Launch a small group ministry to foster discipleship and fellowship within the church body, and to encourage outreach beyond the church body.
3. Develop and launch a ministry that uses Pickleball as a vehicle to enable our congregation to meet new people, build relationships, and earn the right to share the gospel.

We remain committed to our discerned vision to reach our community through service and relational ministry and hope to pursue such opportunities as often as we are able.



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Part 4: Leadership Expectations

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

Humility
Wisdom and sound judgement
Forgiveness
Honesty
Self-discipline
Teamwork

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

1. Preaching/Teaching
2. Listening
3. Strong interpersonal communication and relational skills
4. Discipling the Elders and Deacons to fulfil their roles in church leadership
5. Leadership

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

1. Leading the weekly worship services, including preaching and administering the sacraments
2. Moderating Session meetings, facilitating collaboration between the Elders, Deacons, Trustees and other committees/organizations, and equipping church officers for service
3. Visiting the congregation as needed
4. Engaging with ministry programs and supporting ministry volunteers as needed



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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. Turnover in pastoral leadership since 2020
2. Joining the EPC in 2012
3. Fellowship wing demolition in 2020 because of structural issues

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

Over the course of the past three years, we have engaged in two distinct revitalization efforts. The first visioning process was halted when the lead pastor resigned in 2020. The second attempt at establishing a fresh vision and implementing it revealed deep disagreements about priorities and strategy. One area of disagreement revolved around evangelism and fellowship: some in the church felt that we should prioritize externally-facing evangelistic efforts while others in the church preferred the priority of fellowship and discipleship of our congregation. Sadly, we were not able to find a viable compromise on a strategy that aligned with the vision, and these disagreements culminated in the resignation of the lead pastor and many church members deciding to worship elsewhere.

Subsequently, the elders have remained committed to the vision that was discerned for the church and are seeking the Lord's guidance on how our church can best achieve that vision. We have observed significant improvements in the unity of the Session and the congregation following the difficulties.



Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service	
Benjamin Giffone	11/2022	to 7/2023
Bill Woodman	3/2008	to 9/2020
Dave Lingle	6/1976	to 12/2005

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

Center Church has been worshipping in this location for more than 220 years (since 1801), making our church facility the longest continually used building in Mercer County and our congregation the longest continually gathering congregation. Over the years, Center has been involved in planting other churches in the area. As mentioned in previous sections, we have an older congregation, most of whom have been with this church for many years. This longtime establishment in the community is considered by many to be a key part of our church identity.

Church leadership assembled in early 2020 to discuss the health of the church and came to the consensus that our church was in the decline phase of the church lifecycle. This determination instilled in some an urgent desire for revitalization which led into the second attempt in visioning mentioned in Part 5 Question 2.

Additional detail regarding Part 1 Question 8: the Grove City community growth is declining at a very slow rate (about 1%).

Additional detail regarding Part 2 Question 4D/5C: the church owns a manse, but it is not currently available for use by the pastor, because it is leased to a local domestic violence advocacy group, and is used to temporarily shelter women and children.

Additional detail regarding Part 2 Question 5 (compensation): the amount listed in question A is the total salary and benefits package we are prepared to offer. We will be happy to negotiate with pastoral candidates to divide the salary and benefits package in the way that best suits the candidate's needs.



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 [Signature] Date 6/5/2024

Search Committee Chair [Signature] Date 6/5/2024