

EPC

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.

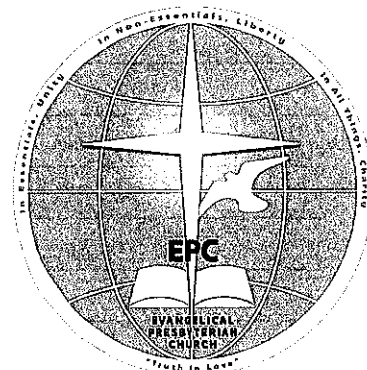
Contents

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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 Union Presbyterian Congregation of Colerain

Address 5637 Street Road, Kirkwood, PA 17536

Telephone (717) 529-2000 Fax (_____) _____

E-mail upc@epix.net Website unionpres.com

2. Presbytery: East

Presbytery Ministerial Committee Liaison Rev. Daniel Moore

3. Search Committee Chairman Joint Chairs - Arlene Hastings, Dwight Wallace, & Ken Beiler

Address Union Presbyterian Church c/o Pastoral Search Committee
5637 Street Rd
Kirkwood, PA 17536

E-mail unionpresbyterianepcpastor@gmail.com

Telephone (717) 529-2000

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

Pulpit Supply Full time Part time

Administrative Assistant Full time Part time

Organist Full time Part time

_____ Full time Part time

_____ Full time Part time

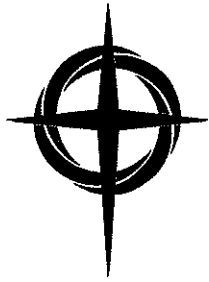
_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time



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5. List all vacant positions

Position Available Pastor Date of Vacancy 1/2018

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>135</u>	<u>111</u>
B. Number of family units	_____	_____
C. Worship attendance	<u>108</u>	<u>40-45</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

1 % 0-11 1 % 12-18 _____ % 19-24 _____ % 25-34
_____ % 35-49 10 % 50-64 88 % 65+

B. Occupation:

4 % Business 2 % Professional 2 % Trades
2 % Agriculture _____ % Stay-at-Home Parent 90 % Retired
_____ % Other (Please Specify) _____

C. Educational level of adults

_____ % some high school 90 % high school 10 % college _____ % graduate school

D. Percentage of members belonging to the congregation

Less than one year _____ %
5 years or less 1 %
6-10 years 4 %
10 years or more 95 %



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9. Racial/Ethnic composition of:

A. **Congregation**

1 % African-American _____ % Asian 99 % Caucasian _____ % Hispanic
_____ % Other (Specify) _____

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

4 % African-American 1 % Asian 90* % Caucasian 5 % Hispanic
_____ % Other (Specify) _____ *includes large population of Amish

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 3,800 within 5 miles. We have regular worshippers that drive 10 miles or more.

11. Church Programming—Worship

A. **Worship Time**

10:00am

Average Worship Attendance

40-45

B. Frequency of communion celebration: 4 or 5 per year

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

We have a worship assistant, a two member worship committee, a choir director, and an organist that assist the minister.



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

Mostly traditional occasionally some contemporary.

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

Mostly traditional occasionally some contemporary.

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 0-3

B. Average attendance in Adult Education (Sunday) 16

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	Church governance	6	monthly	2
Deacons	Minister to the community and congregation	6	monthly	2
Trustees	Property maintenance	6	monthly	3
Womens Association	Bible study & service to the church	24	monthly	3

The Womens Association - is a group of women from the congregation that meet for bible study and perform service to the church. Some of their service include, sewing quilts each winter, hosting fellowship receptions and meals, coordinating the food for post funeral gatherings for the families of members, and decorating the sanctuary for Christmas, Easter, and special services & events.

*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: \$ 106,050.00 Last year's annual budget: \$ 95,959.00
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %

3. Amount contributed for year 2018* (most recent complete reporting year)

- A. EPC Per Member Asking \$ *Not yet in EPC \$12,387 in benevolences for 2018
- B. EPC World Outreach Global Workers \$ New to EPC
- C. EPC Special Projects \$ New to EPC
- D. Presbytery Per Member Asking \$ New to EPC
- E. Other Missions/Missionaries \$ New to EPC

4. Property owned by church

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

Original church has a large second floor sanctuary and lower level meeting rooms. New addition has three offices, full size kitchen, gym/fellowship hall, five classrooms and a large basement level activity room.

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

Big addition was completed 15 years ago. Some HVAC approaching life expectancy.

D. Does the church own a manse? Yes No

Condition: Good Fair Poor # of Bedrooms 3

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: Full-time or Part-time Pastor \$ Negotiable with successful candidate

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: Has been vacant two years \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

- Housing Allowance
- Manse Only
- Either of the Above

D. Benefits and expenses

TBD Pension (minimum 10% gross effective salary)

TBD Medical insurance

TBD Life insurance

TBD Social Security

TBD Travel/mileage

TBD Book allowance

2 wks Study leave allowance (minimum 2 weeks)

4 wks Annual vacation days (minimum 4 weeks)

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

_____ Other (Specify: **** All negotiable with successful candidate**)



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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 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 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
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 checked="" type="checkbox"/> 1	<input 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 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 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
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 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 checked="" type="checkbox"/> 1	<input 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 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
13. Is capable of change when and where appropriate.	<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
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



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

Community outreach programs including but not limited to annual events; A Christmas program, quilt donations, Strawberry social, yard sale, and Homecoming. Community outreach groups; New Hope thrift shop and counseling services, the Solanco Ministerium food pantry and emergency heat, Christ Home, local fire and ambulance services. Domestic and international missions.

16. Describe the strengths of your congregation.

Deacons visit shut-ins and minister to the congregation members

Meals are provided to shut-ins

Members are very dedicated, contributing deliberately well financially and with their talents

17. List specific problems with which your congregation struggles.

Attendance of young families and youth

Large selection of area churches competing for worshipers

A lack of transparency in the past is being actively addresses

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

Growth with focus on youth and diversity

Greater emphasis on prayer and bible study



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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? Current mission statement "TO KNOW HIM AND MAKE HIM KNOWN"
 Yes No (Anticipate evaluating then adjusting or reaffirming to create our path
If yes, Date completed forward with the new Pastor

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?

- * Pastoral teaching from the Bible.
- * Helping with the comfort of infirmed members.
- * Need of stability and ability to organize and use member's strengths yet attract youth.
- * Respect older members yet attract young members and youth.
- * Bring a vision for our congregation.



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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?

203 years of history with strong multi generational congregation until recently

Past expansion of property and building that meets both current and future needs

The move from PCUSA to EPC - Biblical principals are the key to spiritual growth

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

- * PC(USA) to EPC
- * Attendance of 145 to 50 in 5 years.
- * Budget of \$260,000 to \$120,000.
- * Keeping congregation informed.
- * World Vision event



Part 6: Other Information

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

Name	Dates of Service	
Rev. Gregory Wiest	1998	to 2003
Rev. Dr. David Clark	2006	to 2013
Rev. Scott Szabo	2013	to 2017

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

We have a desire to move forward with God's direction.

Clerk of Session Barbara Whyte Date _____

Search Committee Chair _____ Date _____

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