



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.

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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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5. List all vacant positions

Position Available Pastor Date of Vacancy 10/2021

Position Available Next Generation Youth Ministries Date of Vacancy 9/2022

Position Available _____ Date of Vacancy _____

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>160</u>	<u>146</u>
B. Number of family units	<u>60</u>	<u>60</u>
C. Worship attendance	<u>100</u>	<u>90 in person/16 remote</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

 % 0-11 5 % 12-18 7 % 19-24 7 % 25-34
5 % 35-49 29 % 50-64 38 % 65+

B. Occupation:

15 % Business 15 % Professional 20 % Trades
1 % Agriculture 6 % Stay-at-Home Parent 38 % Retired
5 % Other (Please Specify) Students

C. Educational level of adults

0 % some high school 50 % high school 35 % college 15 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 1 %
5 years or less 15 %
6-10 years 15 %
10 years or more 69 %



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9. Racial/Ethnic composition of:

A. **Congregation**

_____ % African-American _____ % Asian 100 % Caucasian _____ % Hispanic
_____ % Other (Specify) _____

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

5 % African-American 3 % Asian 90 % Caucasian 2 % 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 64,743

11. Church Programming—Worship

A. Worship Time

8:30

11:00

Average Worship Attendance

35 / 8

55 / 8

In person / Remote

B. Frequency of communion celebration: Twelve Times per year

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

Worship Committee has 5 members and Elders involved in services



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

8:30 Service contemporary / 11:00 Service traditional

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

8:30 Service contemporary / 11:00 Service traditional

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 15 - 25

B. Average attendance in Adult Education (Sunday) 25 - 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.)

Name	Purpose of Group	Number of members	Frequency of meetings	Leadership Role*
Session	Admin/Spiritual Growth	8	Monthly	1
Trustees	Facilities Oversight	7	Monthly	3
Deacons	Congregational Care	9	Monthly	3
Christian Education	Spiritual Growth	6	Bi-Monthly	2
Youth Ministries	Spiritual Growth	5	Weekly	2
Missions/Outreach	Missions & Outreach	8	Bi-monthly	2
Vision	Planning	6	Monthly	2
Dorcas Circle	Fellowship/Mission	10	Monthly	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.



Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 282,983 Last year's annual budget: \$ 310,949
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %

3. Amount contributed for year 290,979 (most recent complete reporting year)

A. EPC Per Member Asking \$ 3,358

B. EPC World Outreach Global Workers \$ EPC Disaster Relief - 3,167

C. EPC Special Projects \$ Sierra Leone - 1,500

D. Presbytery Per Member Asking \$ 2,117

E. Other Missions/Missionaries \$ Mission Budget 40,000

4. Property owned by church

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

One sanctuary, one fellowship hall, professional grade kitchen, secretary and pastor's offices, nursery, seven classrooms, cry room, youth room, and library/lounge. Property includes 10.7 acres, parking and a manse.

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

Improve accessibility with scope, schedule and cost to be determined.

D. Does the church own a manse? Yes No

Condition: Good Fair Poor # of Bedrooms 4

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: Pastor \$ 55,000 - 80,000

Position: _____ \$ Inclusive of benefits

Position: _____ \$ _____

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

Position: Pastor \$ _____ or 2.25 %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

X Pension (minimum 10% gross effective salary)

X Medical insurance

X Life insurance

_____ Social Security

X Travel/mileage

X Book allowance

X Study leave allowance (minimum 2 weeks)

X Annual vacation days (minimum 4 weeks)

0 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 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
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 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 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 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
11. Uses members' gifts in its worship.	<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
12. Contains people willing and able to lead 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
13. 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	<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?

Please refer to Part 3: Church Characteristics question 15 in the Venice Presbyterian Church Addendum starting on Page 14.

16. Describe the strengths of your congregation.

Please refer to Part 3: Church Characteristics question 16 in the Venice Presbyterian Church Addendum starting on Page 14.

17. List specific problems with which your congregation struggles.

Please refer to Part 3: Church Characteristics question 17 in the Venice Presbyterian Church Addendum starting on Page 14.

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

Please refer to Part 3: Church Characteristics question 18 in the Venice Presbyterian Church Addendum starting on Page 14.



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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?

Yes No

If yes, Date completed January 2023

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?

Please refer to Part 4: Leadership Expectations Question 1 in the Venice Presbyterian Church Addendum starting on Page 14.



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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?

Please refer to Part 5: Church History Question 1 in the Venice Presbyterian Church Addendum starting on Page 14.

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

Please refer to Part 5: Leadership Expectations Question 2 in the Venice Presbyterian Church Addendum starting on Page 14.



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Part 6: Other Information

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

Name	Dates of Service	
Gary Chorpenning	7/2013	to 10/2021
Craig Kephart	5/1988	to 4/2012
Robert Caldwell	5/1958	to 6/1987

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

Please Refer to Part 6: Other Information Question 2 in the Venice Presbyterian Church Addendum starting on Page 14.

Clerk of Session Lisa Hradil Date _____

Search Committee Chair Jeffrey McKean 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

Venice Presbyterian Church - Addendum

Part 3: Church Characteristics:

15. In what ways does your church participate in Ecumenical Activities?

Locally, our pastors have participated in the McDonald Area Ministerium Association (MAMA), which is a local group of church pastors who gather monthly and initiate community efforts such as Worship in the Park, combined Lenten services, etc. As a congregation, we support several community efforts such as Meals on Wheels and Washington City Mission. We also enjoy a supportive relationship with our neighboring churches, Hickory Evangelical Presbyterian Church, and McDonald Presbyterian Church. With these churches, we have collaborated on combined holiday services and events for our youth groups and have shared VBS supplies. Abroad, we support several churches through prayer and financial means in countries such as Haiti, Cameroon, and Ethiopia. A complete list of our inter-faith missions can be found on our website.

16. Describe the strengths of your congregation.

The greatest gift our congregation possesses is our love for the Lord Jesus Christ. Biblical teaching from the Venice pulpit has created a family of disciples seeking to follow God's leading. We have a generous congregation with members who give from their hearts, following the Biblical example set before us. All aspects of our church help to reinforce the reformed evangelical teachings that we hold dear. Venice Church is founded on the core values that Jesus Christ is Lord and Savior, and that Scripture is truth and foundational. Some experiences that fulfill our mission include: Mission trips, Create-a-Christmas gift ministry, Operation Christmas Child, Friday Night Free, Women's Bible Study, Deacon outreach to shut ins, Dorcas Circle Food and Friends, Youth Group, Tween Time, Children's Church, Outreach appreciation dinners for first responders, Men's Ministry, VBS and support for blood drives, Narcotics Anonymous, and a home school co-op.

17. List specific problems with which your congregation struggles.

Volunteerism – The biggest challenge Venice's congregation faces, according to our SWOT ANALYSIS, is our lack of volunteers. We have 20% of the congregation doing 80% of the work, and a large portion of the volunteers are over 50 years old.

Engagement – Another challenge is integrating new members and/or attendees into our worship and ministries; although in the past few years we have had more young adults involved in leadership roles. We reach the youth of the community with our various youth programs but we have not succeeded in transitioning them to active participation in on-going ministries. We have a middle school next door and many housing plans within our community but we are not interacting with them. Like many churches we are losing out to sports and the ever-growing secular society.

Attendance – Post pandemic attendance is a concern as it is with most churches. We have had some return to worship but our numbers are still down. Online viewing is a great thing for shut-ins and the elderly but others seem to be comfortable attending in their pajamas.

Venice Presbyterian Church - Addendum

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

The following Vision Statement was developed in 2022. Venice is about to embark on a strategic implementation plan to formalize specific goals and objectives for our ministries. We would anticipate our new pastor to assist and guide in finalizing the strategic plan to assure maximum effectiveness.

The Congregation of Venice Presbyterian Church is dedicated to the fulfillment of the Great Commission and declares:

- Jesus Christ is our Lord and Savior
- That Scripture is true and foundational for life in Christ
- That we are to live lives worthy of our calling that we have received (Ephesians 4:1)
- To utilize all our resources to advance the Great Commission and to glorify God in all we do

Our Mission – To go and make disciples

- By training up the members in mission and discipleship
- By intentionally engaging the local community within a 5-mile radius of the church
- By encouraging mission and service opportunities

Building the Kingdom – Seeking the Lost and Seeking True Worshipers

- Proclaiming the Good News of Jesus Christ
- Helping people to get to know God
- Providing a place of praise, truth, hope, healing change, and forgiveness. The church is to reach out into the world; it is to act with love compassion and reason, and to prepare men and women to fully participate as the priesthood of believers

Venice Presbyterian Church - Addendum

Part 4: Leadership Expectations:

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

Be a strong and passionate pastor, preaching and teaching the Word of God effectively to all age groups. Be a strong communicator with excellent written and oral communication skills. (1 Timothy 3: 1-7)

Be strong in a personal relationship with Jesus Christ and passionate that Jesus is always at the center of his or her life; that the Bible is the inerrant Word of God for all times and for all people, preaching the Word of God and never bending words or lessons of the Bible to suit the needs of the times. Be intentional in leading and growing our church to achieve the vision to go out into the world and make disciples and to have a heart for community outreach to reach the area around Venice EPC for Christ

Be positive, compassionate, organized, and consistent. Will follow through with plans and promises and always be willing to share his or her vision. Be outgoing and friendly with a sense of humor. Be accessible, approachable, and sincere in word and deed

Be determined to be a strong leader, an encourager, to be a true member of our congregation and community and to be selfless, not self-centered. Be a pastor who will be willing to lead, and willing to encourage others to take on leadership roles in the church and mission fields. Be a pastor who will reach out quietly, rebuke when needed, and always show God's love. Be a decision maker, and be willing to collaborate

Be holy, yet humble. Be truthful, fair, and transparent. Have integrity in all relationships and in how he or she treats others, and exercise confidentiality at all times

Venice Presbyterian Church - Addendum

Part 5: Church History

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

- 1 – Rebuilding the church after it burned to the ground in 1954
- 2 – Dismissal from PC (USA) to EPC which occurred on October 6, 2013
- 3 – Transitioning from our long-term pastoral relationships. (Pastor Caldwell, Pastor Kephart and Pastor Chorpenning.)

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 had a significant impact upon many aspects of church activities. Initially the change of routine, change in worship, and loss of fellowship had our church seeking the right approach. By leveraging technology, worship services were made available online. Currently, we have returned to more normalized services and ministries. Although our in-person attendance on any given Sunday has yet to consistently return to our pre-pandemic numbers. Financially, we are blessed by God's nudging of the members to continue their giving.

Venice EPC used to be in a rural/country setting but very quickly it is turning into a suburb of Bridgeville/Pittsburgh Region. Since 2011, when Cecil Township was voted the best place in the state to raise a family, we have seen numerous housing plans established.

Venice Presbyterian Church - Addendum

Part 6: Other Information

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

Venice Presbyterian Church (EPC), and its predecessors known by other similar names, has always met in the same general location. Beginning in September of the year 1849 and continuing through to this day, the Church has gathered for worship, ministry, and fellowship activities along Route 50 in the village of Venice, Pennsylvania.

The original congregation belonged to the *Associate Presbyterian Church*, and co-existed in the area with the *Associate Reformed Congregation of Millers Run* that was organized approximately one year later. In 1858 their two Presbyterian denominations merged nationally, and so too did these two Venice congregations merge. Thus, on November 8, the *Venice United Presbyterian Church* was formed and became part of the united denomination known as the *United Presbyterian Church of North America*. A century later this UPC-NA merged with the *Presbyterian Church USA*. By way of one more merger in 1984, there was formed the present *Presbyterian Church (USA)* denomination. In October 2013, the congregation voted to be dismissed from the *Presbyterian Church (USA)* and to become members of the *Evangelical Presbyterian Church*.

Over the years, Venice Presbyterian Church has shown stability and strong leadership through its families and its pastors having only 6 pastors from 1860 – 2022. Venice Church is a welcoming and loving group of Christians. Our Church's foundation is the Holy Bible, centered on Christ, bearing fruit to share Christ with others. We offer two worship services, one contemporary and one traditional. We celebrate the Sacrament of the Lord's Supper monthly.

Venice Church staff consists of a full-time transitional pastor, a full-time administrative assistant, an interim youth director, treasurer, accompanist, and a music director. Church leadership consists of Session, Trustees, and Deacons as well as eight committees that ensure our ministries operate efficiently and effectively to spread the gospel. We strive to commit 14% of our total budget to world, national, regional, and local missions. In addition, we have an active Presbyterian Women's group that supports missions in various ways.

Venice Church has Christian Education programs led by dedicated volunteers. Sunday school classes are available for pre-school through adults. Confirmation classes are taught periodically by the pastor. Our Vacation Bible School is a lively, exciting annual outreach to the community.

The church is in strong financial health. We are debt free.