



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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Part 1: Church Information

1. Church Name Bethany Evangelical Presbyterian Church

Address 100 West Venango St.

Mercer, PA 16137

Telephone (724) 662-4340 Fax (724) 662-1080

E-mail loismetelsky@bethany-presbyterian.org Website bethany-presbyterian.org

2. Presbytery: Presbytery of the Alleghenies

Presbytery Ministerial Committee Liaison Robert LeSuer

3. Search Committee Chairman Valerian Moeller

Address 621 Forest Drive

Grove City, PA 16127

E-mail valerianmoell44@hotmail.com

Telephone (724) 372-6015

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

- | | | |
|--|---|---|
| <u>Interim Pastor</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Secretary</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Custodians</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Financial Secretary</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Treasurer</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Sound Coordinator</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Nursery Supervisor</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Youth Director/Ministry Assistant</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Children's Ministry Director</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Worship Leader/AV Tech</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |



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5. List all vacant positions

Position Available Senior Pastor Date of Vacancy Jan. 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>300</u>	<u>220</u>
B. Number of family units	<u>120</u>	<u>90</u>
C. Worship attendance	<u>186</u>	<u>95</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

0 % 0-11 <1 % 12-18 8 % 19-24 7 % 25-34
6 % 35-49 22 % 50-64 56 % 65+

B. Occupation:

1 % Business 12 % Professional 5 % Trades
1.5 % Agriculture .5 % Stay-at-Home Parent 57 % Retired
23 % Other (Please Specify) disabled, unemployed, other

C. Educational level of adults

10 % some high school 45 % high school 25 % college 20 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 3 %
5 years or less 7 %
6-10 years 10 %
10 years or more 80 %



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9. Racial/Ethnic composition of:

A. **Congregation**

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

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

5 % African-American .5 % Asian 92 % Caucasian 2.5 % 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 10,000

11. Church Programming—Worship

A. **Worship Time**

10:30-11:30

Average Worship Attendance

95

B. Frequency of communion celebration: 12 per year

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

The pastor and staff are in charge of the worship service.



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

Variety _____

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

Variety _____

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 10-12

B. Average attendance in Adult Education (Sunday) 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*
Elders	Spiritual Oversight	7	1x mo.	1
Deacons	Service and Care	10	1x mo.	3
Personnel	Human Resources	4	As need	2
Worship/Memorials	Support	4	1x mo.	2
Christian Education	Spiritual Growth	10	6x yr.	3
Outreach, Implementation	Missions	7	1-2x mo.	2
Finance	Budget	5	1x mo.	3
Property	Facility Maintenance	4	1x 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.



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Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 426,125 Last year's annual budget: \$ 394,094
(Attach a copy of current budget)

2. Percentage of income received toward budget: 115.17 %

3. Amount contributed for year 2020 (most recent complete reporting year)

A. EPC Per Member Asking \$ 5,980

B. EPC World Outreach Global Workers \$ 10,250

C. EPC Special Projects \$ _____

D. Presbytery Per Member Asking \$ 3,770

E. Other Missions/Missionaries \$ 34,989

4. Property owned by church

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

Church, Manse occupied by Youth Director, Garage, Rental 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 _____



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6. Compensation:

A. The salary range we are prepared to offer:

Position: Senior Pastor \$ negotiable based on education, age, experience

Position: _____ \$ packages range from 80k-110k

Position: _____ \$ _____

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

Position: Senior Pastor \$ _____ or 2.0 %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

- Housing Allowance
- Manse Only
- Either of the Above

D. Benefits and expenses

yes _____ Pension (minimum 10% gross effective salary)

yes _____ Medical insurance

yes _____ Life insurance

no _____ Social Security

yes _____ Travel/mileage

yes _____ Book allowance

yes _____ Study leave allowance (minimum 2 weeks)

yes _____ 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)

yes _____ Other (Specify: HRA, Long-term disability)



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 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
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 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 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
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 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 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 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?

- a. Church participation in Presbytery events
- b. Elders attend Presbytery meetings
- c. Support church plant in Youngstown
- d. Ministry Network monthly EPC meetings-North Pittsburgh subgroup of Presbytery

16. Describe the strengths of your congregation.

- a. New vision statement with a focus toward impacting our community for Christ
- b. Missionally focused in both our community and abroad
- c. New and energetic staff
- d. Expanding children, youth, and young adult ministries
- e. Upgraded, modernized technology

17. List specific problems with which your congregation struggles.

- a. Lack of organizational and cultural alignment between the pastoral staff, the session, and the congregation
- b. Lack of support for the pastor
- c. Lack of unity
- d. Communication and conflict resolution

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

- a. Recognizing, reflecting on, and healing from our past in order to move forward in unity to live out The Great Commission
- b. Live out the vision God has given Bethany: to serve our community, build relationships with our neighbors, and to share the gospel with all those we meet
- c. Mobilize and train Bethany members to serve according to their gifts, passions, and personalities



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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 October 13, 2020

If yes, attach copies of each statement or strategic plan the church has completed.



Vision Statement

Bethany Church is blessed to be a blessing, and God is calling us to:

Serve our community

Build relationships with our neighbors

Share the Gospel with all those we meet

The Lord said to Abram, “Leave your country, your people and your father’s household and go to the land I will show you. I will make you into a great nation and I will bless you; and you will be a blessing. I will bless those who bless you, and whoever curses you I will curse; and all peoples on earth will be blessed through you.”

Genesis 12:1-3



Discipleship Training Process

*“Commit to the LORD whatever you do, and he will establish your plans”
Proverbs 16:3*

● Crowd

- Unchurched: reached through living missionally
 - Are we getting any information? Are we giving them information?
 - After personal touch/personal invitation, being able to point them in the direction of media including: website, Facebook, sermons, next steps
 - T-shirts that would help identify us when we go to specific areas
 - Visitor Sundays--getting people in the habit of inviting and a way to advertise for new people
 - Automated sign on Route 19--new signage for the church
 - Meeting with business owners to find a way to perhaps partner with them for event sponsors and ways to build connections and relationships
 - FOCUS AREA--What are we doing if someone does visit? Visitor Experience--Handwritten letters from the pastor? In home visit?

● Community

- Focus Areas
 - Brandy Springs, Colonial Inn, Pine Grove
- Finding local area leaders
 - Our purpose is to SERVE in order to build relationships in order to share the gospel
- Prayer walking
- Outreach specific to the area
- Making sure to get information to continue communication
- Looking forward to the next outreach event: already scheduled and able to be advertised

- **Congregation**

- Membership Class: would include baptism, profession of faith, spiritual gifts test--introduce to FPU class but not required for membership
- Finding a place they will begin to serve/lead
 - We need to have a list available that shows area people can serve/lead
- We also have existing congregation that are members but aren't a part of things aside from Sunday service
 - How do we encourage/empower them to start serving/leading/joining the things we have available at the church?
- Telling stories-PERSONAL invitations from other members

- **Committed**

- Small Groups- leading/participating
- Sunday School class
- Evangelism Training: *When Helping Hurts, Turning Everyday Conversations into Gospel Conversations*, and other resources

- **Core**

- Complete evangelism training and leadership ladder
- Church officers
- Mentoring--assigning specific mentors to certain people
- The core should be exemplifying this process and living/leading missionally
- The core should be reaching to those in each respective level of the discipleship process

Resources Bethany has (or can look into) for use for discipleship:

- Living Missionally
- Personal Invitations
- Electronic sign
- Brandy Springs Park Events
- Visitor Response Actions
- Sunday School
- Worship Service
- Small Groups
- RightNow Media
- Children and Youth Programs
- Totally Terrific Tuesday
- Vacation Bible School
- Summer Camp (youth)
- Special Events
- Website
- Facebook page



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Part 4: Leadership Expectations

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

1. Ability to help Bethany Church live out The Great Commission in the community and around the world
2. Culturally and organizationally matched with the church
3. Trustworthy and genuine in character
4. Visionary leadership with the ability to communicate the big picture
5. A shepherd's caring heart for people of all ages



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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. Over 200 year history; founded in 1802
2. Joining the EPC in September 2013
3. Vibrant children and youth programs as an integral part of our past and current identity

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 commitment by Bethany leadership to introduce and implement the EPC's Church Vitality Process leading to a healthier church able to fulfill God's Great Commandment and Great Commission in the Mercer community and beyond.



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Part 6: Other Information

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

Name	Dates of Service	
Dr. Peter Dembroski	Sept. 2014	to Jan. 2020
Rev. James Leuenberger	2007	to 2011
Dr. F. Stanley Keehlwetter	1982	to 2003

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

Between 2003 and 2007, we had two interim pastors. Between 2011 and 2014, we had one interim pastor. Since April 1, 2020, Dr. Robert Stauffer has been serving as our transitional pastor.

Clerk of Session _____ Date _____

Search Committee Chair Valerian Moeller _____ 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



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6. Compensation:

A. The salary range we are prepared to offer:

Position: Senior Pastor \$ _____

Position: _____ \$ packages range from 80k-110k

Position: _____ \$ _____

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

Position: Senior Pastor \$ _____ or 2.0 %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

yes _____ Pension (minimum 10% gross effective salary)

yes _____ Medical insurance

yes _____ Life insurance

no _____ Social Security

yes _____ Travel/mileage

_____ Book allowance

yes _____ Study leave allowance (minimum 2 weeks)

yes _____ Annual vacation days (minimum 4 weeks)

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

yes _____ Other (Specify: HRA, Long-term disability)