



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 New Covenant EPC

Address 1911 Harlansburg Road

New Castle, PA 16101

Telephone (724) 652-8062 Fax (_____) _____

E-mail newcovenantepc@comcast.net Website newconvenantepc.com

2. Presbytery: Presbytery of the Alleghenies

Presbytery Ministerial Committee Liaison Eric Toohey

3. Search Committee Chairman Jarrett Chapman

Address 1814 Pualski Rd

New Castle PA 16105

E-mail drjmchapman@gmail.com

Telephone (724) 674-8535

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

- | | | |
|--|------------------------------------|---|
| <u>Christian Education</u> <u>Aly Hill</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Treasurer</u> <u>Sandy Frew</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Custodian</u> <u>Richard Smith</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
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| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |



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5. List all vacant positions

Position Available Pastor Date of Vacancy 1/1/2022

Position Available Secretary Date of Vacancy 1/1/2020

Position Available _____ Date of Vacancy _____

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>126</u>	<u>121</u>
B. Number of family units	_____	_____
C. Worship attendance	<u>110</u>	<u>70</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

3 % 0-11 2 % 12-18 _____ % 19-24 2 % 25-34
4 % 35-49 10 % 50-64 79 % 65+

B. Occupation:

5 % Business 5 % Professional 8 % Trades
1 % Agriculture 2 % Stay-at-Home Parent 79 % Retired
_____ % Other (Please Specify) _____

C. Educational level of adults

_____ % some high school 79 % high school 20 % college 1 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 10 %
5 years or less 13 %
6-10 years 23 %
10 years or more 54 %



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9. Racial/Ethnic composition of:

A. Congregation

_____ % African-American _____ % Asian 99.9 % Caucasian _____ % Hispanic
_____ % Other (Specify) _____

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

_____ % African-American _____ % Asian 90+ % Caucasian _____ % 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 254.4 people /square mile less locally

11. Church Programming—Worship

A. Worship Time

8:15

10:50

8:15

10:50

Average Worship Attendance

21

50

24 pre-covid Oct2019

96 pre-covid Oct2019

B. Frequency of communion celebration: 8 per year

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

Worship ministry team, accompanist, praise band, and AV team



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

8:15 Traditional 10:50 Blended

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

8:15 Traditional 10:50 Contemporary

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 6

B. Average attendance in Adult Education (Sunday) 15 (pre-covid approx. 40)

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*
Christian Education		4	1/month	3
Evangelism		3	1/month	3
Property		6	1/month	3
Stewardship & Missions		7	1/month	3
Worship		5	1/month	3-2
Deacons		5	1/month	3
Session		4	1/month	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.



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Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 208,699 Last year's annual budget: \$ 223,143
(Attach a copy of current budget)

2. Percentage of income received toward budget: _____ %

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

A. EPC Per Member Asking \$ 2,200

B. EPC World Outreach Global Workers \$ _____

C. EPC Special Projects \$ _____

D. Presbytery Per Member Asking \$ 2,256.58

E. Other Missions/Missionaries \$ 13,928.78

4. Property owned by church

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

Church built in 1998; moved into in July 1999; 12 acres with baseball field, pavilion, and outbuildings including a garage/workshop and little shed

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

A restricted fund has been in place to save for a worship hall on the south side of the existing building. While plans exist for this worship hall, it has not been discussed for some time.

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: Pastor \$ \$56,914 + benefits

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: Pastor \$ 600 or _____ %

Position: Treasurer \$ 275 or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

6,090.84 Pension (minimum 10% gross effective salary)

21,172.56 Medical insurance

included Life insurance

4,588.48 Social Security

3,000 Travel/mileage

500 Book allowance

1,500 Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

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

XXXX Other (Specify: Life insurance included in medical)



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 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
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 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 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
12. 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	<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?

Currently our Ash Wednesday and Maundy Thursday services are being coordinated by a group of 5 churches around the New Castle area. Last fall we participated with another church in hanging outreach bags on the doors of houses in the local area. The youth group has had joint meetings with other church youth groups throughout the year. We have also been hosting a monthly "nerf battle" as an outreach to local youth. Additionally, New Covenant charters American Heritage Girls and Trail Life troops that reach families (including pastors' kids) from other local churches.

16. Describe the strengths of your congregation.

We are a caring, sharing, Bible-believing fellowship where guests are welcomed and people share their talents with the congregation.

We are blessed to have multiple retired pastors in the congregation who actively teach Sunday school and preach when needed.

17. List specific problems with which your congregation struggles.

We have two services (early and late) but because of these two services, it sometimes seems like we have two churches in one building rather than a unified body.

We are struggling to re-establish Sunday school for children because we have only a few families with young children. There is some division within the church right now regarding whether children should remain in the worship service or leave to attend a separate children's church program during the worship service.

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



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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.

Approximately 16 years ago a ruling elder who was serving as an usher took money from the offering. Church discipline was implemented and that elder was removed from the role of usher. While the process sought for restorative discipline, the elder did choose to leave the church.

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

Yes No

If yes, Date completed _____

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?

In preparation for calling a new pastor, New Covenant members completed a survey that sought to determine what characteristics the congregation will want to see exhibited in our next pastor. The survey had a very good response rate and revealed some important details that will be shared here.

Almost universally the survey indicated that our next pastor needs to be able and willing to deliver strong, biblical sermons. Both of the previous pastors tended to be exegetical rather than topical in their approach to sermons. Additionally, as we have a range of educational and spiritual maturity levels within the congregation, the pastor's ability to provide "milk and meat" in the same sermon will be important.

The second tier of responses all deal with congregational care. The first item includes a willingness to shepherd the congregation by visiting homebound or hospitalized members, discipling individuals and small groups, as well as participating in regular fellowship with church members. The second area of care is to assist standing ministries and groups in team building and recruitment of new members to those groups. The third area is a need to work with the Session and Deacons to bolster their ability to lead the congregation. (It might be helpful to note that our Session is complementarian and focuses on administration, budget, and congregation leadership; our Deacons are egalitarian and tend to focus on mercy ministry.)

The third tier of responses on the survey indicated several areas where our next pastor will have the opportunity to lead this flock. These items had a range of views as to how important they were to various members, so they are not in any particular order. When New Covenant was founded, there was a heavy emphasis on participation in Presbytery, the New Castle Ministerial Fellowship, and other ecumenical activities. While these are not currently absent, they are not as strong as they once were. Our ability to have strong relationships with other churches in our denomination and community can serve as an encouragement and catalyst for our next pastor and our congregation. Additionally, in this tier of responses was a desire for our next pastor's family to be engaged and visible in the congregation. To provide some context, our founding pastor's family was highly engaged (and is still engaged in the congregation); our most recent pastor's wife attended services but she was not engaged in active fellowship or regular participation in the congregation, which caused some confusion and hurt on the part of some congregants.



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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) Leaving the mainline Presbyterian USA, forming a church, and joining EPC in 1995.
- 2) Building the church and paying off the mortgage many years ahead of schedule.
- 3) We were able to hire an Associate Pastor and maintain two pastors for several years prior to Pastor Emeritus George Yates' retirement.
- 4) The process we are in now to find a pastor.

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

Any church going through a pastor search in current times needs to evaluate what role Covid has played in the decline of attendance and programming over the past two years. But we as a church also must consider other factors that have contributed to this decline. As with most churches, Covid presented challenges and will continue to do so as we emerge out of the pandemic and re-envision how God is calling our church to minister to our congregation and local community.

The time between our previous pastor giving notice of his new call and his subsequent departure was a fairly short period (6 weeks). As we were still in the recovery and rebuilding phase from Covid, this left some big holes that the Session and congregation are working to fill.

Prior to Covid we began to see a decline in the participation of the younger generation in our congregation (20-50 year olds). This decline has continued and there are now only a handful of younger couples/families actively participating in the congregation. Post-Covid we had the opportunity to re-start our children's ministry with a new children's director and vision for a shift in how we approach children's ministry. However, there are some varying opinions on how that should look and no clear consensus. We are also in need of a new youth director to rebuild youth ministry.



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Part 6: Other Information

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

Name	Dates of Service	
<u>George Yates</u>	<u>1997</u>	to <u>2012</u>
<u>K. Chris Curtis</u>	<u>2009</u>	to <u>Dec 2021</u>
_____	_____	to _____

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

Clerk of Session Denny Neese Date 3/20/22

Search Committee Chair Jmf Date 3/21/22

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