



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 New Cut Presbyterian Church

Address 2617 New Cut Church Road

Lancaster, SC 29720

Telephone (_____) _____ Fax (_____) _____

E-mail _____ Website www.NCEPC47.org

2. Presbytery Central Carolinas

Presbytery Ministerial Committee Liaison Butch Hill

3. Search Committee Chairman Joe H. Ghent, Jr.

Address 2305 New Cut Circle

Lancaster, SC 29720

E-mail jghent@comporuim.net

Telephone (803) 287-2101

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

Pastor Full time Part time

Custodian 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

_____ Full time Part time



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5. List all key volunteer positions

6. List all vacant positions

Position Available Pastor Date of Vacancy 6/1/2020

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>57</u>	<u>36</u>
B. Number of family units	<u>37</u>	<u>29</u>
C. Worship attendance	<u>28</u>	<u>18</u>

8. Community Growth Increasing Static Declining

9. Profile of church members

A. Age:

0 % 0-11 5 % 12-18 13 % 19-24 5 % 25-34
20 % 35-49 16 % 50-64 41 % 65+



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B. Occupation:

8 % Business 16 % Professional 11 % Trades
2 % Agriculture 0 % Stay-at-Home Parent 41 % Retired
18 % Other (Please Specify) _____

C. Educational level of adults

3 % some high school 62 % high school 23 % college 12 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 2 %
5 years or less 13 %
6-10 years 20 %
10 years or more 66 %

10. Racial/Ethnic composition of:

A. Congregation

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

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

23.2 % African-American _____ % Asian 74.4 % Caucasian 4.9 % Hispanic
5.9 % 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: 107,000



12. Worship

- A.

Worship Time	Average Worship Attendance	Worship Style
<u>10:00am</u>	<u>18</u>	<u>Traditional</u>
<u> </u>	<u> </u>	<u> </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?
Elders participate, including serving Communion, and conduct worship service, as well as, children sermons. Several congregation members, including youth, participate in children sermon rotation. The children/youth serve as acolytes and assist with A/V support. Ushers volunteer from the membership. Welcome/anno

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

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

13. Ministry Programs

- A. Average attendance in Church School (under 18 years): 0
- B. Average attendance in Adult Education (Sunday): 9
- C. Average involvement in Small Groups: 6



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*
Session	Spiritual Leaders	5	Bi-mo	1
Music/Worship	Oversight of mus	3	As ne	1
Stewardship/Finan	Budget	4	As ne	3
Christian Ed	Curriculum	2	As ne	2
Building/Grounds	Maintenance	4	As ne	3
Presby Women	Women's Ministr	6	2/mon	3
Presby Men	Men's Ministry	6	Mon	3
Cemetery	Maintenance	3	As ne	3
Special Events	Outreach	3	As ne	3
Children/Youth	Activities	3	As ne	2
Evangelism	Missions	2	As ne	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: \$ 110,840 Last year's annual budget: \$ 110,280
(Attach a copy of current budget)
2. Percentage of income received toward budget: 80.00 %



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

- A. EPC Percentage of Income \$ 750
- B. EPC World Outreach Global Workers \$ 3,000
- C. EPC Special Projects \$ 0
- D. Presbytery Per Member Asking/Percentage of Income \$ 1,000
- E. Other Missions/Missionaries \$ 13,700

4. Property owned by church

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

Sanctuary, Education classes, Fellowship Hall, Playground/Walking Trail, Cemetery all in good condition and debt free.

- B. Are your buildings adequate for your present program? Yes No
If no, please explain:

The facilities are in excellent condition and debt-free.

- C. Is a building program or capital project projected? Yes No
If yes, describe what, when, and projected cost

There is a Building Fund.

- 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: Pastor \$ 35K-60K including benefits

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: Pastor \$ _____ or 2.00 %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

- Housing Allowance
- Manse Only
- Either of the Above

D. Benefits and expenses

- Retirement Plan (minimum 10% gross effective salary)
- Medical insurance (EPC medical coverage required for full-time TEs)
- Life insurance
- Social Security
- Travel/mileage
- Book allowance
- Study leave allowance (minimum 2 weeks)
- 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)
- _____ Sabbatical frequency and length _____
- * _____ Other (Specify: Negotiable)

- 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 type="checkbox"/> 1	<input checked="" 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 checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
6. Is engaged in evangelism	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input 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 checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
11. Ministers well to members that are hurting	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Uses members' gifts in worship	<input type="checkbox"/> 1	<input checked="" 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 checked="" type="checkbox"/> 1	<input 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 checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

16. How are elders and deacons initially trained and equipped for ministry?
 Elders go through EPC training and are supported by the Session and congregation.
 We do not have deacons.



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

The Session prays for and with elders. All are encouraged to seek God's call on their ministry and to reach out for support as needed.

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

HOPE of Lancaster, AGAPE International Missions, Timothy Two Project, Thornwell Childrens' Home, Dimes for HOPE, Seth's Giving Tree

19. Describe the strengths of your congregation.

Giving, spiritual, patient, educated, compassionate, mission-focused, welcoming, financially stable, debt-free, great facilities



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20. List specific problems with which your congregation struggles.

Aging congregation

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

Pastoral Search
Congregational Growth
Reach more people

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.

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

Yes No

If yes, Date completed 1/2005

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

"Caring enough to share the Gospel."



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Part 4: Leadership Expectations

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

New Cut is seeking a pastor who searches the Word of God and preaches it, whose theological views are rooted in the scriptures. We seek a pastor who is humble and full of the Holy Spirit, a pastor who is passionate about His work, and his or her calling, love God and God's people and wants to live and go to work here!

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

Preaching and Teaching
Pastoral Care, including Hospital and Emergency Visitation
Congregational Development and Revitalization
Evangelism
Children and Youth Ministry
Communication
Congregational Fellowship
Small Church Ministry

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



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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?

Under leadership of Dr. Sam Martin, built new sanctuary 1965
Transitioning from a yoked congregation to full time pastor 1992
Entering into the EPC, Mid-Atlantic 2015

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

Adapting to the challenges associated with Covid-19, as well as, an ongoing pastoral search.



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Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service	
<u>Bliss Steele</u>	<u>7/2020</u>	to <u>1/2021</u>
<u>Pastor Buzzy Elder</u>	<u>2/2021</u>	to <u>6/2021</u>
<u>Dr. Barry Liffiton</u>	<u>7/2021</u>	to <u>12/2024</u>

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



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 Tina Mangum Date 4/2/2024

Search Committee Chair Joe H. Ghent Date 4/2/2024