



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





5. List all vacant positions

Position Available Pastor Date of Vacancy 8/22/2021

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>75</u>	<u>66</u>
B. Number of family units	<u>43</u>	<u>40</u>
C. Worship attendance	<u>72</u>	<u>45</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

1 % 0-11 1 % 12-18 5 % 19-24 10 % 25-34
20 % 35-49 28 % 50-64 35 % 65+

B. Occupation:

35 % Business 10 % Professional 15 % Trades
 _____ % Agriculture 10 % Stay-at-Home Parent 30 % Retired
 _____ % Other (Please Specify) _____

C. Educational level of adults

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

D. Percentage of members belonging to the congregation

Less than one year 2 %
 5 years or less 8 %
 6-10 years 10 %
 10 years or more 80 %



EPC

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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)

30 % African-American _____ % Asian 50 % Caucasian 20 % 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 25,500

11. Church Programming—Worship

A. **Worship Time**

10:45 am

Average Worship Attendance

45

B. Frequency of communion celebration: 12 per year

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

Music, Media, Communion, Corporate Prayer



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

Mix traditional/contemporary

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

Mix traditional/contemporary

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 7 (including teachers)

B. Average attendance in Adult Education (Sunday) 25

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*
Men's Bible Study	study/fellowship	12	bi-weekly	3
Women's Bible Study	study/fellowship	8	bi-weekly	3
Children's Choir	ministry/outreach	25	weekly	3
Life Group	study/fellowship	12	weekly	2
Young at Heart	study/fellowship	15	monthly	2
Session	Church Oversight	7	monthly/PRN	2
Diaconate	Church oversight/building/grounds	5	monthly	3
Adult Sunday School	Study the Word	25	weekly	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: \$ 225,854 Last year's annual budget: \$ 217,834
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %

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

- A. EPC Per Member Asking \$ 1,242.00
- B. EPC World Outreach Global Workers \$ 26,369.00
- C. EPC Special Projects \$ 500.00
- D. Presbytery Per Member Asking \$ 864.00
- E. Other Missions/Missionaries \$ 2,958.00

4. Property owned by church

A. Describe buildings and property (other than 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

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 _____



6. Compensation:

A. The salary range we are prepared to offer:

Position: Pastor \$ TBD based on experience
Position: _____ \$ _____
Position: _____ \$ _____

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

Position: Pastor \$ _____ or 1.5 %
Position: Staff \$ _____ or 1.5 %
Position: _____ \$ _____ or _____ %
Position: _____ \$ _____ or _____ %

C. Housing

- Housing Allowance
- Manse Only
- Either of the Above

D. Benefits and expenses

_____ Pension (minimum 10% gross effective salary)
 _____ Medical insurance
_____ 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)
_____ 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 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
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 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 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 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
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?

- Local Food Bank
- Community Ministerial Alliance
- Community Activities
- Missionary Support
- Martha's Kitchen
- Marshall Pregnancy Center

16. Describe the strengths of your congregation.

- Spirit Filled
- Biblical Teaching
- Love for One Another
- Generous Missionary Support
- Tremendously Friendly and Accepting
- Children's Choir Ministry
- Harvest Festival
- Vacation Bible School

17. List specific problems with which your congregation struggles.

- We are an older congregation. This makes it difficult to attract families with young children and young people, as a whole.

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

- Increase number of younger families with children and teenagers
- Re-establish a vibrant youth ministry
- Be a catalyst for Evangelical Events
- Increase Evangelistic effort in the community and grow in number as well as spiritually



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 2018

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?

- Sound Biblical preaching and teaching of God's Word to all age groups
- Compassion for entire church body (loves people)...a pastor and friend
- In person visitation with members of the congregation regularly
- Engage in all aspects of outreach to the community
- Administrative leadership and fiscal responsibility



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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?

- Taking the step of faith to move out of the Presbyterian Church USA in 1984 for a new beginning for the Lord into a new denomination, EPC.
- Taking another step of faith to purchase land, dedicating this land to the Lord, building a new facility and paying off the debt.
- In the summer of 1986, our youth were filled with the Holy Spirit at Youth Camp where Buster Sories preached. As a result, between 40 and 50 youth attended our church and youth group, many from different churches, and many lives were changed and God was glorified.

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

- Facing the challenges of a church with an aging congregation, a congregation that loves the Lord and each other, and moving forward to be a continued presence and witness for Jesus Christ in Marshall, Texas.



Part 6: Other Information

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

Name	Dates of Service	
<u>Craig Vanbiber</u>	<u>2006</u>	to <u>2021</u>
<u>Wayne Uppendahl</u>	<u>2000</u>	to <u>2006</u>
<u>Kirk Werner</u>	<u>1992</u>	to <u>2000</u>

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

Clerk of Session Bill Mills Date 10/18/2021

Search Committee Chair Charles A. Fisher Date 10/18/2021

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