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.

Contents

Part 1: Church Information Part 4: Leadership Expectations

Part 2: Financial/Church Campus Information Part 5: Church History

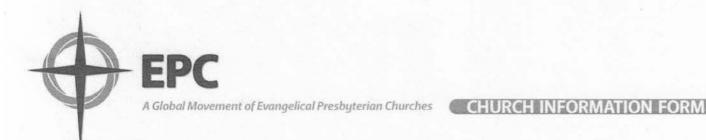
Part 3: Church Characteristics Part 6: Other Information

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





Part 1: Church Information

1.	Church Name Hope Community Church			
	Address · 2910 W. Main St Waynesboro, VA 22009	Telephone (Fax ()	540)-221-437	0
	E-mail hope@hopechurchwaynesboro.org	Website hope	echurchwayne	esboro.org
2.	PresbyteryNew River Presbytery			
3.	Presbytery Ministerial Committee Liaison C Search Committee Chairman Bob Simmons			
	Address 102 Gloucester Rd Stuarts Draft, VA 24477			
	E-mail pastorsearch@hopechurchwaynest Telephone (540) 324-0476 (Bob's home pho			
4.	List all paid staff positions (use additional she Pastor (just reduced from full time)		Full time	■ Part time
	Pianist		Full time	Part time
	Worship Leader		Full time	Part time
	Choir Director		Full time	Part time
	Audio Technician		Full time	Part time
			Full time	Part time

5. List all key volunteer positions

	Administrative Assistant Session Treasurer Trustees		
6.	List all vacant positions		
	Position Available Pastor	Date of Vaca	ncy 09-01-2023
	Position Available	Date of Vaca	ancy
	Position Available	Date of Vaca	ancy
7.	Membership (state approximate numbers	and percentages)	
		Five years ago	Currently 91
	A. Number of church members	40	60
	B. Number of family units		
	C. Worship attendance	75	99
8.	Community Growth Increasing	Static Declining	
9.	Profile of church members A. Age:		
	1% - 0-11 vrs 0 %- 12-18 vrs	1% 19-24 1%	25-34

17% 50-64

80% 65+

0% 35-49

A Global Movement of Evangelical Presbyterian Churches CHURCH INFORMATION FORM

B. Occupa	ation: usiness	15%	Profession	onal	4% Trades
	griculture			ome Parent	72% Retired
C. Educat	tional level of add	ılts			
	me high school	39% high s	chool	44% college	16% graduate school
D. Percer	ntage of members	s belonging to t	he congr	egation	
Less th	nan one year	19%			
5 year	s or less	23%			
6-10 y	ears	17%			
10 yea	rs or more	41%			
0% Othe	egation can-American cr (Specify) nunity (within 5- ican-American	2% Asian mile radius of 1% Asian	church)	Caucasian Caucasian	1% Hispanic 9% Hispanic
	r (Specify)	1 /0 Asian	7070	aucasian	0 /0 mapame
11. Communi	ty Setting (check	as many as app	oly):		
Location					
Rural	Small Tox	wn Metro	politan	Suburban	☐ Inner City
Function					
*Although we	rial = Agricultu don't have a coll ges, and 2 comr	lege in our con	nmunity,	☐ Military we do have 2 80 minutes.	College/University large state universities
Approxim	ate population o	f community	22,808		

12. Worship

A.	Worship Time 10:30 AM	Average Worship Attendance 99	Worship Style Blended
В.	Frequency of communi	ion celebration: 13 times per year	·
C.		olved in planning and participatio sic; Decorating; Audio-Visual; Pr nts	
D.	Style of liturgy used in Variety	your worship (e.g., traditional, co	ntemporary, variety)
E.	Type of music used in v Variety	worship (e.g., traditional, contemp	oorary, variety)
L3. Mi	inistry Programs		
A.	Average attendance in	Church School (under 18 years):	0
B.	Average attendance in	Adult Education (Sunday):	24
C.	Average involvement i	n Small Groups:	50



14. Organizational Structure

List major boards, committees, and organizations that are part of your church and

frequency of meetings (monthly, weekly, etc.)

requency of meetings	(monthly, weekly, etc.)			
Name	Purpose of Group	Number of members	Frequency of meetings	Leadership Role*
Session	Oversite of all church functions	4	monthly or as needed	2
Trustees	Property, Security, Financial, & Value	3	as needed	3
Men	fellowship/ service	18	monthly	3
Men's Bible Study	Bible study	25	weekly	1
Women	Bible study, fellowship/service	35	weekly	3
Missions	Local & foreign support	8	monthly	3
Safety	insure systems in place & documented	10	as needed	3
Hospitality	Special functions	5		3
Decorating	Decorate the church	2	8 times/year	3
Custodial crew/ maintenance	Church cleaning	7	As needed	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.
- 4. A staff person takes primary initiative and responsibility.

Part 2: Financial/Church Campus Information

- 1. Current annual budget: \$222K (Attach a copy of current budget)
- Last year's annual budget: \$194K
- 2. Percentage of income received toward budget: 100%



A Global Movement of Evangelical Presbyterian Churches CHURCH INFORMATION FORM

3.	Amount contributed for year (most recent complete report	ting year)
	A. EPC Percentage of Income	\$
	B. EPC World Outreach Global Workers	\$ 4,000
	C. EPC Special Projects	\$
	D. Presbytery Per Member Asking/Percentage of Income	\$ 2,000
	E. Other Missions/Missionaries	\$ 17,000
4.	Property owned by church A. Describe buildings and property (other than manse), income The facility is updated, conveniently located at the insituated between 2 school districts with 3 high school over 14.5K sq ft. We use approximately half & rent the office supply company. Our building is all on the ground accessible. The sanctuary seats 200. We have 2 Sun nursery, pastor's office, welcome center, front office, can expand to the office supply if needed. The overal have easy access to paved parking.	tersection of 2 major roads, Is nearby. The building is ne back warehouse to an und level and is handicap nday School rooms, a and 2 additional rooms. We
	B. Are your buildings adequate for your present program? If no, please explain:	Yes No
	C. Is a building program or capital project projected? If yes, describe what, when, and projected cost We purchased the building in November 2022. We can	Yes No
	approximately 50% of the building value. We receive business.	
	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	



5.

A Global Movement of Evangelical Presbyterian Churches CHURCH INFORMATION FORM

	mpensation The salary		we are prepared to offer:						
	Position: F			_{\$} \$65K-\$75	K				
	1 001010111								
	Position: _			_ \$					
	Position: _			_ \$					
В.	The averag	ge annu	al increase over the past thr	ee years is:					
	Pastor 20)23	\$4,224		or 5%				
	Pastor 20)22	\$0		or 0%				
	Pastor 20)21	\$0 - did receive \$1,200 for a	new computer	or 0%				
C.	Housing								
	Housing	Housing Allowance							
	Manse				10 A				
	Either o	2000	bove						
	-								
D.	Benefits an	7.5			The state of the s				
	X Retirement Plan (minimum 10% gross effective salary)								
	X Medical insurance (EPC medical coverage required for full-time TEs)								
	X	Life insurance							
	-	_Life in		overage require	d for full-time TEs)				
	X			overage require	d for full-time TEs)				
	X	Socia	nsurance I Security	overage require	d for full-time TEs)				
		Social Trave	nsurance I Security el/mileage	overage require	d for full-time TEs)				
	X	_Social _Trave _Book	nsurance I Security el/mileage allowance		d for full-time TEs)				
	X	_Social _Trave _Book _Study	nsurance I Security el/mileage allowance r leave allowance (minimum	2 weeks)	d for full-time TEs)				
	X X 2 weeks	_Social _Trave _Book _Study _Annu	nsurance I Security I/mileage allowance leave allowance (minimum	2 weeks) 4 weeks)					
	X X 2 weeks 4 weeks	_Social _Trave _Book _Study _Annu _Numl	nsurance I Security el/mileage allowance r leave allowance (minimum	2 weeks) 4 weeks) ear for which pa					
	X X 2 weeks 4 weeks	_Social _Trave _Book _Study _Annu _Numl (in ac	I Security	2 weeks) 4 weeks) ear for which pa (leave)	astor is provided relief				
	X X 2 weeks 4 weeks	_Social _Trave _Book _Study _Annu _Numl (in ac	I Security	2 weeks) 4 weeks) ear for which pa (leave)	astor is provided relief				
Е.	X X 2 weeks 4 weeks	_Social _Trave _Book _Study _Annu _Numl (in ac _Sabba _Other	nsurance I Security I	2 weeks) 4 weeks) ear for which pa leave) e how to alloca	astor is provided relief				



Part 3: Church Characteristics

Check the box that most closely describes the current characteristics of the congregation.

Our congregation		Agr	ee		Disag	gree
1. Is spiritually vibrant	-	1		2	3	4
2. Demonstrates love for the pastor and his/her family	-	1		2	3	4
3. Readily shares their gifts with the rest of the congregation		1		2	3	4
4. Places a high priority on sound biblical preaching	•]1		2	 3	4
5. Effectively integrates newcomers		1		2	3	4
6. Is engaged in evangelism		1		2	3	4
7. Is often found living their faith in their communities	-	1	E	2	3	4
8. Has a spirit of unity		1	E	2	3	4
9. Cares about each other	-]1		2	 3	4
10. Is supportive of the Session and pastoral leadership		1		2	 3	4
11. Ministers well to members that are hurting	-]1		2	 3	4
12. Uses members' gifts in worship]1		2	 3	4
13. Contains people willing and able to lead the congregation		1	=	2	3	4
14. Is capable of change when and where appropriate		1		2	3	4
15. Is connected to and prayerful about what God is doing in the global church		1	=]2	3	4

16. How are elders and deacons initially trained and equipped for ministry?

Our elders go through an intentional eight-week training Session, utilizing the EPC Leadership Training Guide after their election and before they are ordained/installed. They are also expected to be engaged in a discipleship opportunity (Bible study, small group, etc.) where they are fed spiritually. They also are expected to offer leadership to various ministries in the church.



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

As stated in the previous question, elders are expected to be engaged in a ministry within the church, and they are expected to be participants in discipleship opportunities in the church or beyond our local congregation. We also engage in intentional times around God's Word in our Session meetings.

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

Holy Week

We have partnered with African American churches for multiple years (excluding COVID) by participating in Holy Week services including Easter sunrise services. Preaching is shared among the various pastors, worship teams each lead one service, and each church hosts a service.

Tent Ministry Acts1:8

We have helped launch a para church ministry, Gospel Hill Ministry by

A. Providing in excess of \$35,000 for the purchase of the tent and other equipment

B. Attending services in Waynesboro city and have witnessed it growing in surrounding counties, towns and even into neighboring North Carolina

Men's Bible study

Our pastor leads the weekly Bible study which meets at Panera Bread . These men represent three different denominations across approximately five other churches.

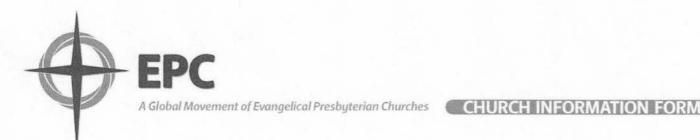
19. Describe the strengths of your congregation.

Worship: We are a Bible centered church who appreciate Biblical preaching guided by EPC Essentials of Faith.

Welcoming: People are recognized and acknowledged. It is common to see regular attendees interacting with visitors. People quickly feel a part of our church community.

Adult Ministries: We have a growing adult Sunday School, a Women's and a Men's ministry as well as a "Golden Oldies" group. All of these are led by knowledgeable and enthusiastic lay leadership.

Finances: Our giving always exceeds our expenses. Since we began in 2013, we have always operated in the black.

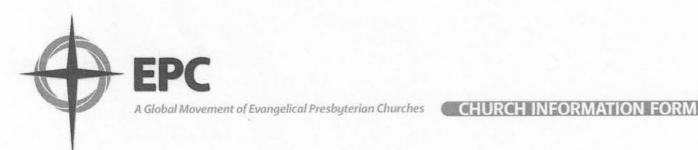


- 20. List specific problems with which your congregation struggles.
 - Attracting and retaining young families We are predominantly an older congregation. Over the years, we have hired a children's director, youth director, and a family ministry leader. Before COVID, we had been able to retain about 5 families, but, since COVID, they have not returned.
 - Marketing We have a website, Facebook page, and live stream our services each week. However, we could do more advertising and improve community engagement.
 - Community Engagement: Although we have planted seeds, we are not seeing the harvest of our labor.
 - 2014 We delivered batteries to approximately 100 homes. Our information encouraged people to change the batteries in their smoke detectors but to also join us at HCC to learn about the real power of Jesus.
 - 2018-March 2020 When we met at Kate Collins Middle School, we provided food for students to eat over the weekends, paid for students needing field trip money, donated donuts to teachers. Some members of our congregation provided tutoring during and after school.
 - 2019 We utilized Pray & Go to pray for over 600 individual homes in Waynesboro.
- 21. List major goals that the congregation has set for itself.
 - · More families with children
 - Significant outreach efforts
 - Strong, dynamic worship

ZZ. Has there	ever been discipilnary ac	ction taken against a p	astor of your congregation	1:
Yes	■ No			
23. Has there congrega	e ever been any disciplinar tion?	ry action against an el	der or deacon of your	
Yes	No	#2		

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 May 2015
	If yes, enter each statement or strategic plan (or attach copies if space below is limited).
	Our Vision is to be and to make disciples of Jesus Christ! Matthew 28:19-20.
	We do this by: GLORIFY GOD through dynamic worship! GROW in relationship with God and others!
	GO into our community and world to serve and share the Gospel.



Part 4: Leadership Expectations

- 1. What are some key character strengths a person should bring to this position?
 - Servant leader and model of living out faith among the congregation and community, including effectively living out the Great Commission
 - Surrendered to God's will and purpose
 - · Enthusiasm for the Lord
 - Approachable

- 2. What are five key gifts/skills/abilities a person should bring to this position?
 - 1. Organizational skills
 - 2. Delegation of leadership
 - 3. Communication both internally and externally (we have great things happening)
 - 4. Shepherd Leadership
 - 5. Solid Biblical preaching

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

See page 17

CHURCH INFORMATION FORM

Part 5: Church History

- 1. What do you consider to be the three most important events in the history of your church?
 - In March 2013, a great majority of the members of an established PC (USA)
 congregation walked away from that building, leaving all assets behind. A week
 later, we gathered in another church's fellowship hall and began a new journey
 in the EPC.
 - 2. In November 2022, we purchased the building we had leased for two years.
 - 3. In the fall of 2023, a local Methodist church had several members leave and join HCC. HCC brought their pianist and choir director on staff. This influx encouraged other people in the community to also join HCC.

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

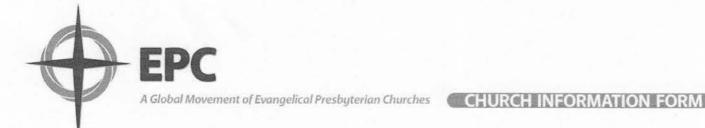
After being in temporary church location, (Brethren Church, movie theater, and Jr. High School auditorium), God blessed us with a permanent church home and a means to purchase our current facility in November 2022.

1. List the last three individuals who held this position

Part 6: Other Information

Name	Dat	es of Service
Dr. Glen Holman	Sept. 2013	to present
	<u>-1, -1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1</u>	to
		to

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;
 - Ministers without call, and ministers laboring less than 20 hours in a 4. 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 Marty Porter	Date 5 26 24
Search Committee Chair Robert H. Semmon	Date 5/24/24

PURPOSE

To provide pastoral leadership to a dynamic church ministry, while pursuing God's Vision for Hope Community Church.

POSITION SUMMARY

- The Pastor will work closely with the Session in formulating vision and strategy based on God's leading for Hope Community Church. The Pastor will engage the congregation through a process of "Glorifying God in dynamic worship; Growing in relationships with God and others, and GOING into the world, making disciples."
- The Pastor has the primary preaching responsibility. In addition, the Pastor should conscientiously engage in the oversight of teaching, outreach, evangelism, and prayer ministry in the church. He will also need to be an ambassador of Jesus Christ to the Waynesboro community on behalf of the church, along with the members.

ACCOUNTABILITY: The pastor shall be accountable to the Session and to the New River Presbytery of the Evangelical Presbyterian Church.

RESPONSIBILITIES

- As the primary shepherd of the flock, the pastor will seek to rescue, feed, equip, lead, protect, and care for the flock through consistent, compassionate, loving concern and counsel, including home, hospital, and other visitation, as well as praying for the flock regularly (1 Thessalonians 5:14)
- Provide meaningful worship in concert with the worship team, including administration of the sacraments, funerals, and weddings (Hebrews 12:28)
- Guard the flock from going astray in teaching and from savage wolves who seek to ravage them (Acts 20:28-30); preach and teach from a biblical, Reformed and relevant perspective that nourishes the soul not just tickle the ears (John 21:15,17)
- Be a leader of the flock, along with the Session, by exercising proper oversight to the flock (1 Peter 5:1-4)
- Be an example to the flock by the way in which his faith is lived out among the flock and the community (1 Timothy 4:16)
- Lead the congregation as they reach out to the lost and perishing to Jesus as the Good Shepherd, through effective outreach and evangelism (Isaiah 53:6; John 10:11); serve as an ambassador to the community, along with every member of the church
- Equip the congregation for ministry, along with the Session (Ephesians 4:10-14)
- Participate in the life of the Presbytery as a member

QUALIFICATIONS:

- Strong commitment to the Lord Jesus Christ
- Strives toward living out the qualifications of an overseer/elder (1 Timothy 3:1-7; Titus 1:5-9)
- Possesses excellent communication and interpersonal skills and works in an independent and flexible manner.

TERM: This full-time, ordained position is reviewed annually and is an indefinite term.