



EPC

A Global Movement of Evangelical Presbyterian Churches

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





Part 1: Church Information

1. Church Name Restoration Church

Address 9161 Atlee Road, Suite C, Mechanicsville, VA 23116

Telephone (804) 299-3475 Fax (_____) _____

E-mail info@restorationrva.org Website restorationrva.org

2. Presbytery: Presbytery of the Mid-Atlantic (Coastal)

Presbytery Ministerial Committee Liaison Fred Teagle

3. Search Committee Chairman Dan Essad

Address 5205 Belva Road, Glen Allen, VA 23059

E-mail dan.g.essad@gmail.com

Telephone (804) 239-7598

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

- | | | |
|--|---|---|
| <u>Lead Pastor</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Assistant Pastor</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Youth/College Ministry Director</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>Administrative Assistant</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Financial Analyst</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Custodian/Children's Ministry Assistant</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Worship Director</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |



5. List all vacant positions

Position Available Lead Pastor Date of Vacancy June 2021

Position Available Worship Director Date of Vacancy Oct 2020

Position Available _____ Date of Vacancy _____

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>n/a</u>	<u>159</u>
B. Number of family units	<u>n/a</u>	<u>93</u>
C. Worship attendance	<u>n/a</u>	<u>Avg. 115</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

0 % 0-11 3 % 12-18 3 % 19-24 4 % 25-34
19 % 35-49 47 % 50-64 29 % 65+

B. Occupation:

5 % Business 58 % Professional 3 % Trades
____ % Agriculture 3 % Stay-at-Home Parent 27 % Retired
4 % Other (Please Specify) Students, Disabled

C. Educational level of adults

7 % some high school 25 % high school 54 % college 14 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 5 %
5 years or less 3 %
6-10 years 92 %
10 years or more 0 %



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9. Racial/Ethnic composition of:

A. **Congregation**

0 % African-American 0 % Asian 100 % Caucasian 0 % Hispanic
 % Other (Specify) _____

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

28.6 % African-American 3.4 % Asian 61.5 % Caucasian 4 % Hispanic
2.5 % Other (Specify) multi-racial

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 109,000 in Hanover, 103,000 in 5 miles

11. Church Programming—Worship

A. **Worship Time**

10:00am

Average Worship Attendance

115 people

B. Frequency of communion celebration: 14 per year

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

Occasional testimony & scripture readings from congregation.



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

Contemporary with some traditional elements

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

Contemporary (occasionally handbells)

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 13 children & 87 youth* (See Pt. 6 #1)

B. Average attendance in Adult Education (Sunday) 15 (~100 involved in small groups weekdays)

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*
Business Administration Team	Manages church business	6	monthly	3
Children's Team	Oversees children's programs	5	monthly	3
Worship Team	Worship music & technical support	8	weekly	2
Youth Team	Oversees youth programs	8	monthly	3
Missions & Outreach	Oversees missions & outreach	10	monthly	2
Session	Spiritual leadership	7	monthly	1
Adult Discipleship Team	Oversees discipleship efforts	13	monthly	2
Deacons	Congregational Care	7	monthly	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.



Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 607,450 Last year's annual budget: \$ 600,000
(Attach a copy of current budget)

2. Percentage of income received toward budget: 2021 = 95 %

3. Amount contributed for year 2021 (most recent complete reporting year)

A. EPC Per Member Asking \$ 13.50 (\$2,150)

B. EPC World Outreach Global Workers \$ 0

C. EPC Special Projects \$ 0

D. Presbytery Per Member Asking \$ 6.22 (\$999)

E. Other Missions/Missionaries \$ 12,750 (for church plant)

4. Property owned by church

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

Currently leasing a 13,000 sq. ft. facility with options to remain through 2032.

Building is located in a shopping center and was fully renovated in 2021. Located at the main intersection of the Atlee Community (Atlee Road & Rt. 301).

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

Capital campaign was conducted in 2019 to pay for equipping, renovation, and rent support of newly occupied space. The 3 year campaign ends in 2023. It is 98% pledged at this time (March 1, 2022) and is on track to realize the pledged giving. Pledged giving for Vision campaign is \$368,000. Church has no outstanding debt.

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: Lead Pastor \$ 80,576 - 82,062 (incl. housing)

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: Lead Pastor \$ Bonus in 2020 or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

\$8,057 Pension (minimum 10% gross effective salary)

\$16,686 Medical insurance

Negotiable Life insurance

\$6,196 Social Security

See other Travel/mileage

See other Book allowance

2 Study leave allowance (minimum 2 weeks)

4 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)

\$3,300 Other (Specify: Pastoral Expense Acct. (Prof. Dev., Mileage, Other))



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 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
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 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 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
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 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
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 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
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 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?

Partnerships and initiatives with:

Hanover YoungLife

Grace Community Church (PCA)

Senior Helpers

Habitat for Humanity ReStore

Discipleship Now ministry (middle & high school youth in conjunction with other local churches)

16. Describe the strengths of your congregation.

A committed membership as evidenced by worship attendance and giving

A willingness to serve others in ministry and to care for them during life events

Deep friendships and compassion fostered through extensive small groups

A spiritually mature Session

Newly renovated facility located at a key crossroads of the surrounding community

17. List specific problems with which your congregation struggles.

Greater commitment from more members in leading various ministries

A more mature culture of stewardship with time, talent as well as treasures

Better execution of vision especially with evangelism and the leadership to teach and set expectations for members in realizing goals

Getting acclimated, better utilization, and growth into our new space

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

* Outreach: Providing ways for people to connect to the cross and gospel of Jesus Christ at all ages.

* Engage: Encouraging and challenging people to engage in ministries that grow their trust in God through individual and corporate events.

* Grow: Intentional focus on both spiritual and numeric growth through disciple-making ministries which foster deeper connections with Jesus Christ and one another.

* Send: Intentionally train and send congregation members to be disciples making disciples where they live, work and play.



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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 December 2021

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?

1. A visionary who can also lead in executing the vision & outreach efforts of the church while being intentional in witnessing to groups and individuals
2. Possesses a high level of emotional intelligence and discernment skills
3. A demonstrated leader with people management and coaching skills overseeing the programming staff
4. Has the capacity to teach and connect the Good News of Jesus Christ to people caught in the undertow of today's culture and spiritual warfare
5. Has a warmth of personality that people respond to because of his/her relationship with Jesus Christ as modeled in their lives



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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. Separation from PC USA (2013) and becoming a local church (2015) without a permanent building. (Pastoral staff dismissed by presbytery, 90% of congregation left with them and Presbytery took over church with the remaining members.) Church in Restoration (later Restoration Church) began the next Sunday meeting in a local school with the same pastors and 90% of the original congregation.

2. Pastoral staff changes (including one pastor launching a church plant, The Branch in Ashland, VA). Youth Pastor (2016), Church plant Pastor (2019), Lead Pastor (2021, called to home church in NJ). Currently led by a Transitional Pastor and an Assistant Pastor for Discipleship.

3. Restoration met in a school for 7 years prior to Covid. The church renovated a former county library in 2021 with the first services held in July 2021. (We have options to lease the space through 2032). During Covid, we met virtually, outside, and at the invitation of another church in their building while the school was closed.

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

Moving into our new space during Covid (July 2021) and shortly after our Lead Pastor was called (June 2021) to his home church in New Jersey. Presbytery recommended engaging a Transitional Pastor (began in August 2021) that is currently serving under a one year contract with an extension being currently considered to bridge toward the call of a new Lead Pastor.

