



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.

It is important to give the most accurate information to potential candidates for this position. Therefore, it is suggested that this form be completed by a group including sitting elders and members at large and given final approval by Session.

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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





EPC

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Part 1: Church Information

1. Church Name: Saddlerock Evangelical Presbyterian Church

Address: 1400 S. Miller Street, Wenatchee, WA 98801

Telephone: 509-663-1187 Fax: n/a

E-mail: office@saddlerockepc.org Website: saddlerockepc.org

2. Presbytery: EPC Presbytery of the Pacific Northwest

Presbytery Ministerial Committee Liaison: RE Rod Pankey

3. Search Committee Chairman: Barbara Larkin & Jeff Sandberg (co-chair)

Address: 1400 S. Miller Street, Wenatchee, WA 98801

E-mail: psc@saddlerockepc.org

Telephone: 509-663-1187

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

- Lead Pastor (vacant) Full time Part time
- Director of Worship & Creative Media Full time Part time
- Director of Youth & Children’s Ministry Full time Part time
- Facility Manager Full time Part time
- Office Manager Full time Part time
- Audio & Video Director Full time Part time
- Custodian Full time Part time
- _____ Full time Part time
- _____ Full time Part time



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5. List all key volunteer positions

Officers of the corporation: President, Secretary, Treasurer

6. List all vacant positions

Position Available: Lead Pastor Date of Vacancy: Present

Position Available: _____ Date of Vacancy: _____

7. Church Health (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	450	275
B. Number of family units	250	166
C. Worship attendance	379	164
D. Professions of faith in previous year (from Annual Church Report)		0
E. Baptisms in previous year (from Annual Church Report)		1

8. Community Growth Increasing Static Declining

9. Profile of church members

A. Age:

2% 0-11	2% 12-18	1% 19-24	2% 25-34
13% 35-49	18% 50-64	62% 65+	

B. Occupation:

10% Business	10% Professional	5% Trades
15% Agriculture	2% Stay-at-Home Parent	58% Retired
_____ % Other (Please Specify)		



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C. Educational level of adults

3% some high school 27% high school 50% college 20% graduate school

D. Percentage of members belonging to the congregation

Less than one year 4%

5 years or less 17%

6-10 years 17%

10 years or more 62%

10. Racial/Ethnic composition of:

A. Congregation

>1% African-American >1% Asian 94% Caucasian 5% Hispanic

_____ % Other (Specify)

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

1% African-American 1% Asian 58% Caucasian 40% Hispanic

_____ % Other (Specify)

11. Community Setting (check as many as apply):

Location

Rural Small Town Metropolitan Suburban Inner City

Profile

Industrial Agricultural Recreational Military College/University

Approximate population of community: Wenatchee 36,000 & East Wenatchee 14,000



14. Organizational Structure

List major boards, committees, and organizations that are part of your church and frequency of meetings (monthly, weekly, etc.). (Please attach a sample Session agenda.)

Name	Purpose of Group	Number of members	Frequency of meetings	Leadership Role*
Personnel Ministry Team	Policies, reviews, budget	5	monthly	3
Global Missions, Local Missions & Emergent Mission (3 teams total)	Funds & supports missions EM-Emergent Assistance & Church Plants	7 , 12 2	monthly	3
Finance Ministry Team	Budgeting and paying bills	6	monthly	3
Youth & Children's Ministry (2 teams)	Jr. & Sr. High Sunday School & AWANA	5 5	monthly	4
Property Management Team	Operations and maintenance	9	monthly	3
Fellowship & Discipleship (2 teams)	Fellowship activities Small groups & adult S.S.	7 6	monthly	3
Worship	Service planning	6	monthly	2
Deacons	Congregational care	13	monthly	Ordained

*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.



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Part 2: Financial/Church Campus Information

1. Current annual budget: \$733,095 Last year's annual budget: \$753,262
(Attach a copy of current budget)

2. Percentage of income received toward budget: 93%

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

- A. EPC General Assembly \$ 7,889
- B. EPC World Outreach Global Workers \$ 67,900
- C. EPC Special Projects \$ 3,000
- D. Presbytery Per Member Asking \$ 7,203
- E. Other Missions/Missionaries \$ 50,815

4. Property owned by church

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

New in 2000, 5-acre campus, excellent condition, property and building are debt free, church building 42,700 sq. ft. including gym, Home of Hope - the residence on campus currently used for community transitional housing, memorial garden with state certified niches, and large on-site parking.

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

C. Is a building program or capital campaign 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



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5. Compensation:

A. The salary range we are prepared to offer:

Position: Lead Pastor \$ 95,000-125,000 (includes housing)

Position: _____ \$ _____

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

Position: All Staff \$ _____ or 4.7% 3-yr avg

Position: _____ \$ _____ or _____ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and reimbursement

Pension – EPC Plan (minimum 10% gross effective salary)

Medical insurance (EPC medical coverage required for FT Teaching Elders)
Gold plan or equivalent

Life insurance through EPC Plan

Included Social Security

Travel/mileage – IRS reimbursed up to \$1500.00

_____ Book allowance

Study leave allowance 2 weeks

Annual vacation days 4 weeks

Number of worship services per year for which pastor is provided relief: 4 in addition to vacation and study leave

Sabbatical offered upon session approval: 6-12 weeks after 7 years

Other - Specify: relocation expenses up to \$15,000



Part 3: Church Characteristics

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

In the last couple of years under the leadership of our Transitional Pastor Bob Cummings, we believe that God has done marvelous work in our church. We are poised for the next step forward in God's plan for Saddlerock. If our evaluation numbers appear high, it is a reflection of the work of The Holy Spirit in our church.

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 type="checkbox"/> 1	<input checked="" 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 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 who are hurting	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Uses members' gifts in its 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 type="checkbox"/> 1	<input checked="" 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 trained and equipped for ministry?

One day of training using leadership training guides and other resources as well as given a Book of Order



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17. What is the Session's current practice with regard to the ongoing discipleship and education of church leaders?

The church has developed a 2-day leadership class. Session and the Discipleship Team are also currently evaluating what is required to develop leaders, post Covid-19.

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

Host Church &/or Partner With:

- Various class offerings including two Precept Bible Studies for anyone, not exclusively Saddlerock members
- Youth Groups grades 6 - 12 for all denominations
- AWANA (preK-5th grade midweek children's program) in our facility with children from many churches
- Men's Fellowship & Prayer Breakfast (recently resumed monthly) with 12 other churches
- Annual Christmas Living Nativity performances held at Saddlerock
- Serve Wenatchee Valley, a local nonprofit we partner with other churches throughout the year, including Pastors & Church Leaders monthly prayer meetings and host church for annual Back-to-School Clothes for the Classroom
- Lighthouse Christian Ministries, a nonprofit who provides food, shelter, counseling and more to anyone in need - our Local Missions Team regularly partners with them
- Our Local & Global Missions Teams regularly work with other churches in the valley to support the needy and/or homeless in our area, as well as missionaries around the world

19. Describe the strengths of your congregation.

- Biblically based
- Faithful following of longtime dedicated members
- Welcoming and friendly environment – post COVID-19 new members joining
- Members are actively involved in Bible studies and community service efforts
- Private Christian School, *The Learning Well*, held in our building
- Consistently supportive of Local & Global Missions
- Excellent youth director and music director
- Financially stable and debt free
- A generous and giving congregation



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20. List specific problems with which your congregation struggles.

- Loss of many young families and long-time members
- Engaging more members in opportunities of service and fellowship
- An aging membership (58% retired)
- Diverse opinions about worship service - contemporary or traditional
- Staff turnover including retirement and pastor removal

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

- Our church desires to grow in unity, evangelism, and discipleship through the Peace of Christ, the Love of Christ, and the Word of Christ
- Reach out to and involve younger families
- To build strong youth, children and adult programs
- Continue to be a missional church - locally, nationally, and internationally
- Continue to build and deepen community relationships

*** Our congregation and Vision Team have identified the following major goals:**

From Colossians 3:12-17 our church vision team was led to these words and themes: **Unity** – Peace of Christ; **Putting on love** – Name of Christ (evangelism); **Teaching** – Word of Christ (discipleship). These three points serve as a guide as we prayerfully search for Saddlerock’s new pastor. We have summarized our work with this statement: “We believe God’s intention and direction for Saddlerock, a body of Christian believers seeking to center our lives in Christ and to make His will our top priority, is summarized in these statements:

- God is calling us to put on love by being diligent in expressing the person of Christ to each other and to our neighbors.
- Our ability to do this will grow by being continually teachable as the inerrant Word of God is preached and studied.
- By putting on the love of Christ and by being continually teachable we will become an ever more unified body, one that will be long-lived and useful to God in this community.”



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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

If you answered “Yes” to either 22 or 23, please explain.

The EPC Presbytery of the Pacific took action against a previous pastor in 2014 after accusations of improper behavior were brought by a member of the church. The EPC Ministerial Committee took charge of dealing with the pastor, effectively removing any activity or involvement by the Saddlerock EPC session or congregation.

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

Yes No

If yes, date completed: April 2016

If yes, attach copies of each statement or strategic plan the church has completed.



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Part 4: Leadership Expectations

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

- A passionate devoted relationship with Christ that experiences, models, and extends Christ's love to others spiritually and practically
- Able and intentional in relating, engaging, and connecting to all age groups, and visiting all with pastoral care
- A dynamic expository Bible preacher/teacher relatable to all ages
- Team equipper and passionate leader who can recognize personal gifts and train members to follow Christ's calling in their lives
- A humble reconciler who can assist in navigating unity in the church and community with grace
- A faithful leader who leads by example with a good work ethic, honesty, integrity, and transparency

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

- 1) Gifted Communicator - expository Preacher & Teacher of the Word
- 2) Visionary - able to lead the growth of younger families and church membership
- 3) Team Leader - strong interpersonal skills with the ability to manage and lead staff and volunteers
- 4) Pastoral Care - compassionately engage and develop relationships with all ages in the congregation
- 5) Community Building - a heart for evangelism and outreach, particularly to young families

3. Prioritize the top three pastoral duties for this position. (attach a job description)

- 1) Preaching and Teaching
- 2) Congregational growth & care: actively attracts young families, new members, and practices pastoral visits
- 3) Staff leadership and management

4. What expectations has your congregation had of your pastor's spouse and family (if applicable) in the past? What expectations do you have moving forward?

- We expect to build a relationship with the pastor's family as a church community. A normal part of church relationship is a commitment to membership and fellowship.



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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) Construction of the new church building we currently occupy (1998-2000) plus recent remodel and additions (2020-2022)
- 2) The denominational move from PCUSA to EPC in 2012
- 3) Leadership turnover

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

- Congregational response to COVID-19
- Online service
- Congregational support for \$1.5 million dollar expansion and remodel, focusing on fellowship spaces (fully funded during COVID-19!)
- Partnership with local hospital providing a triage location during COVID-19



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Part 6: Other Information

1. List the last three individuals who held the position of Pastor (Ruling Elder)

<u>Name</u>	<u>Dates of Service</u>
Dennis Henn	2015 - 2020
Annie Rose (Executive Pastor)	2017 - 2021
Robert Cummings (Transitional Pastor)	2021 - Present

2. Describe any significant characteristics of the church not covered in previous questions.

- ◆ Saddlerock Church is ready for and is in the early stages of a renewal and revival moving forward!
- ◆ The exciting addition and growth of the Private Christian School, *The Learning Well*, held at our facility!
- ◆ Immediate financial support for Ukrainian relief as the war broke out.
- ◆ Building of the Palencia School in Guatemala providing teaching and medical support.
- ◆ Faces for Hope Mission in Tanzania – financing the construction of new housing and providing a vehicle for rescuing Tanzanian girls from becoming child brides.

Clerk of Session *Denise E. Saunders* Date *33 May 2023*

Search Committee Chair *Barbara Larkins* Date *May 18, 2023*

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.