



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](mailto:info@epc.org)





A Global Movement of Evangelical Presbyterian Churches

**Part 1: Church Information**

1. Church Name Fremont Presbyterian Church

Address 5770 Carlson Drive

Sacramento, CA 95819

Telephone ( 916 ) 452-7132 Fax (      )                     

E-mail info@fremontpres.org Website www.fremontpres.org

2. Presbytery: Pacific Southwest

Presbytery Ministerial Committee Liaison Mark Eshoff

3. Search Committee Chairman Nancy McGinnis

Address 9347 Silverstone Lane

Elk Grove, CA 96624

E-mail nancyjkmcginnis@gmail.com

Telephone ( 916 ) 837-4287 (leave msg)

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

<u>Pastor/Head of Staff</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Associate Pastor for Preaching and Teaching</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Associate Pastor for Discipleship</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Executive Minister</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Minister of Music and Worship Arts</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Minister of Modern Music / Media Director</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>College Ministry Associate</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Minister to High School Students and Families</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Director of Jr. High Ministry</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Director of Children's Ministry</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time

See Attached

FREMONT PRESBYTERIAN CHURCH

**Additional Staff Positions**

	<b>Full time</b>	<b>Part time</b>
Mission Coordinator		X
Worship Program Assistant		X
Organist		X
Children's Ministry Associate		X
Member Involvement Coordinator		X
Faith Community Nurse		X
Executive Assistant / Accounting Supervisor	X	
Communications Coordinator	X	
Office Coordinator	X	
Recreation Assistant		X
Technical Team Leader		X
Media Technicians (4)		X
Giving Secretary		X
Accounting Clerk		X
IT Manager		X
Facility Manager	X	
Facility Use Coordinator		X
Lead Custodian (2)	X	
Custodian	X	
Custodian (2)		X



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5. List all vacant positions

Position Available Assistant Pastor Date of Vacancy tbd

Position Available Communications Director Date of Vacancy tbd

Position Available Connection Coordinator Date of Vacancy tbd

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>968</u>	<u>930</u>
B. Number of family units	<u>692</u>	<u>632</u>
C. Worship attendance	<u>775</u>	<u>750</u>

7. Community Growth  Increasing  Static  Declining

8. Profile of church members

A. Age:

10 % 0-11    7 % 12-18    6 % 19-24    9 % 25-34  
15 % 35-49    18 % 50-64    29 % 65+

B. Occupation:

\_\_\_\_\_ % Business    \_\_\_\_\_ % Professional    \_\_\_\_\_ % Trades  
 \_\_\_\_\_ % Agriculture    \_\_\_\_\_ % Stay-at-Home Parent    \_\_\_\_\_ % Retired  
 \_\_\_\_\_ % Other (Please Specify) \_\_\_\_\_

C. Educational level of adults

99 % some high school 98 % high school 85 % college 25 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 3 %  
 5 years or less 11 %  
 6-10 years 11 %  
 10 years or more 53 %



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9. Racial/Ethnic composition of:

A. **Congregation**

1 % African-American 6 % Asian 88 % Caucasian 4 % Hispanic  
1 % Other (Specify) \_\_\_\_\_

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

11 % African-American 17 % Asian 44 % Caucasian 24 % Hispanic  
\_\_\_\_\_ % Other (Specify) \_\_\_\_\_

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

Location

Rural     Small Town     Metropolitan     Suburban     Inner City

Function

Industrial     Agricultural     Recreational     Military     X - College/University

**Additionally: X-Technology X-Government X-Medical**

Approximate population of community 2.5 million Greater Sacramento area

11. Church Programming—Worship

A. Worship Time

Average Worship Attendance

9:00 a.m.

300

10:30 a.m.

450

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Frequency of communion celebration: 12 per year

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

From time to time, members are asked to participate



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

Both traditional and contemporary services

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

Traditional (classic service) and contemporary (modern service) - about 4 times/year - blended

**12. Church Programming—Sunday School**

A. Average attendance in Church School (under 18 years) 175

B. Average attendance in Adult Education (Sunday) 100

**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*
See attached				

\*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.

## MINISTRY /PROGRAM LIST



MINISTRY GROUP	MINISTRY AREA	MINISTRY TEAMS	Number of Members	Frequency of Meetings	Leadership Role	
WORSHIP	Music & Arts	Music & Arts Program			3	
		Sanctuary Choir	35		3	
		Saints Alive Choir	15		3	
		Handbell Choirs			3	
		Youth Choirs	30		3	
		Children's Music	25		3	
	Worship Support	Sanctuary Decorations	8		3	
		Sacraments	4		3	
		Modern Worship	Worship Band	15		3
			Youth Worship Team	5		3
Visual Media					3	
Modern Worship Support			3		3	
	Technical Ministries	AV Team	5		3	
		Lighting			3	
		Video Systems			3	
		Video Ministry			3	

## MINISTRY /PROGRAM LIST



MINISTRY GROUP	MINISTRY AREA	MINISTRY TEAMS	Number of Members	Frequency of Meetings	Leadership Role
DISCIPLESHIP	Spiritual Development	Life Groups	5		2
		Adult Education	5		2
		Prayer Ministry	5		2
		Men's Ministry	4		3
		Women's Ministry	5		3
		Family Support	4		3
		College/Young Adult	4		2
	Student Ministry	High School	8		3
		Jr. High	8		3
	Children's Ministry	Children's Ministry	6		3
	Stewardship	Stewardship	4		2
	Leadership Development	Leadership Roundtable	5		3



## MINISTRY /PROGRAM LIST



MINISTRY GROUP	MINISTRY AREA	MINISTRY TEAMS	Number of Members	Frequency of Meetings	Leadership Role
COMMUNITY ENGAGEMENT		Go Global	6		3
		Local	8		3
		Mobilization			3
		Evangelism Training	3		3
MEMBER CARE	Care and Compassion	General Program			2
		Deacons	26		2
		Seniors	4		2
		Health Ministry			3
		Chaplains	9		2
		Grief Care			2
		Marriage Ministry			3
		Divorce Care			3
	Connection	Hospitality			3
		Membership	4		3

## MINISTRY /PROGRAM LIST



MINISTRY GROUP	MINISTRY AREA	MINISTRY TEAMS	Number of Members	Frequency of Meetings	Leadership Role
SUPPORT	Administration	Administration	6		3
	Communications	Communications	6		3
	Member Involvement	Member Involvement	5		3
	Buildings and Grounds	Buildings & Grounds	5		3
	General	Pastoral Program	9		2
	Nominating Committee	2			
	Long Range Planning	2			
PERSONNEL			8		2



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**Part 2: Financial/Church Campus Information**

1. Current annual budget: \$ 2.5 M Last year's annual budget: \$ 2.5 M  
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %

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

A. EPC Per Member Asking \$ 14,400

B. EPC World Outreach Global Workers \$ 10,000

C. EPC Special Projects \$ 0

D. Presbytery Per Member Asking \$ 12,000

E. Other Missions/Missionaries \$ 219,714

4. Property owned by church

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

Sanctuary (900+ seating); Chapel (85 seating), Community Life Center (CLC) incl. basketball court, kitchen, offices, classrooms); Office Bldg with reception, work room, offices; Classrooms, Preschool Classrooms, Large and Med Fellowship Halls

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

Contemporary services growing out of available space in the CLC. Parking. Aging buildings

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 \_\_\_\_\_



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6. Compensation:

A. The salary range we are prepared to offer:

Position: Assistant Pastor \$ Minimum \$60K

Position: \_\_\_\_\_ \$ \_\_\_\_\_

Position: \_\_\_\_\_ \$ \_\_\_\_\_

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

Position: All positions \$ \_\_\_\_\_ or 2.5 %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

10% Pension (minimum 10% gross effective salary)

yes Medical insurance

2.5% salary Life insurance

yes Social Security

1,000 Travel/mileage

1,000 Book allowance

1,000 Study leave allowance (minimum 2 weeks)

4 wks Annual vacation days (minimum 4 weeks)

4-6 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 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
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 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
6. Is often found living their faith in their communities.	<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
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 type="checkbox"/> 1	<input checked="" 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 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
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 - Community work projects like Tiny Homes with St. Paul's; Loaves and Fishes; Earl Warren School; refugee family "adoptions"; Union Gospel Mission; Family Promise (homeless ministry); City Pastors Group; St. John's Program for Real Change; Upward basketball and volleyball leagues

Global - World Communion Sundays and other liturgical year events; EPC World Outreach; Mission work with Ethiopia, Jamaica, Haiti, Mexico

16. Describe the strengths of your congregation.

Jesus and Bible based/devoted to sound Biblical Teaching / Mission driven  
Growing/young families  
Welcoming/loving/faithful  
Multi-generational programs for all ages (infants, children, youth, college, seniors)  
Balances traditional and contemporary worship styles - strong music programs  
Long history/respected in community  
Size/finances  
Congregational diversity of professional skills, generous with time and resources

17. List specific challenges with which your congregation struggles.

2 congregations with different styles of worship, music, buildings, times  
Difficulty achieving communication channels between church and congregation  
Finding and grooming members to lead and volunteer  
Opportunities for singles and senior ministries  
Lack of racial diversity relative to community  
Resuming worship and congregational life after the pandemic  
Aging campus facility

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

Outreach to and presence at Sac State University  
Grow in faith, make disciples, Bible knowledge, education  
Bridge first and second services  
Capital improvements and better use of facilities  
Resuming worship and congregational life after the pandemic  
Serve suffering congregation and community members  
Evangelism and outreach



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**CHURCH INFORMATION FORM**

**Part 6: Other Information**

1. List the last three individuals who held the position of Asst./Assoc. Pastor for Congregational Life

Name	Dates of Service	
<u>Bobbi Trask (non-ordained)</u>	<u>9/16</u>	to <u>9/20</u>
<u>Dan Willson (ordained)</u>	<u>8/07</u>	to <u>9/16</u>
_____	_____	to _____

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

Clerk of Session *Clem Pugh* Date *6/3/2021*

Search Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

We encourage churches to list their vacancies on the Ministry Staff Opportunities webpage at [www.epc.org/mso](http://www.epc.org/mso). For more information or to send your posting, email [info@epc.org](mailto:info@epc.org)



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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 2015

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?

Compassionate

Bible-based/Deep Faith

Leadership

Team Builder / Collaborative

Communication / People Skills



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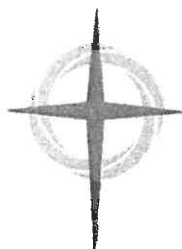
**Part 5: Church History**

1. What do you consider to be the three most important events in the history of your church?

Move to H Street & Carlson Drive  
Leaving PCUSA and joining EPC  
Response to pandemic

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

Pandemic



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**Part 6: Other Information**

1. List the last three individuals who held the position of Asst./Assoc. Pastor for Congregational Life

Name	Dates of Service	
<u>Bobbi Trask (non-ordained)</u>	<u>9/16</u>	to <u>9/20</u>
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_____	_____	to _____

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

Clerk of Session *Clara Parks* Date *6/3/2021*

Search Committee Chair *Nancy McFarlin* Date *6/7/2021*

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# *Fremont's Mission*

*We create space for people to become  
lifelong followers of Jesus, and we  
relentlessly pursue His transformation of  
our neighborhoods, our city, and our world.*

