



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





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Part 1: Church Information

1. Church Name _____

Address _____

Telephone (_____) _____ Fax (_____) _____

E-mail _____ Website _____

2. Presbytery: _____

Presbytery Ministerial Committee Liaison _____

3. Search Committee Chairman _____

Address _____

E-mail _____

Telephone (_____) _____

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

- | | | |
|-------|------------------------------------|------------------------------------|
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |

See Attached

FREMONT PRESBYTERIAN CHURCH

Additional Staff Positions

	Full time	Part time
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	X	
Custodian (2)	X	
Custodian		X



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5. List all vacant positions

Position Available _____ Date of Vacancy _____

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	_____	_____
B. Number of family units	_____	_____
C. Worship attendance	_____	_____

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

_____ % 0-11 _____ % 12-18 _____ % 19-24 _____ % 25-34
 _____ % 35-49 _____ % 50-64 _____ % 65+

B. Occupation:

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

C. Educational level of adults

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

D. Percentage of members belonging to the congregation

Less than one year _____ %
 5 years or less _____ %
 6-10 years _____ %
 10 years or more _____ %



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9. Racial/Ethnic composition of:

A. **Congregation**

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

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

_____ % African-American _____ % Asian _____ % Caucasian _____ % 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

Additionally: X-Technology X-Government X-Medical

Approximate population of community _____

11. Church Programming—Worship

A. **Worship Time**

Average Worship Attendance

B. Frequency of communion celebration: _____ per year

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



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

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

12. Church Programming—Sunday School

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

B. Average attendance in Adult Education (Sunday) _____

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*

*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: \$ _____ Last year's annual budget: \$ _____
(Attach a copy of current budget)

2. Percentage of income received toward budget: _____ %

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

- A. EPC Per Member Asking \$ _____
- B. EPC World Outreach Global Workers \$ _____
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking \$ _____
- E. Other Missions/Missionaries \$ _____

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 _____



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6. Compensation:

A. The salary range we are prepared to offer:

Position: _____ \$ _____

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

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 type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
4. Gladly welcomes visitors and new members.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
8. Cares about each other.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Ministers well to members who are hurting.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
14. Is spiritually alive.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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?

16. Describe the strengths of your congregation.

17. List specific challenges with which your congregation struggles.

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



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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 _____

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?



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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?

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



Part 6: Other Information

1. List the last three individuals who held the position of Asst./Assoc. Pastor for Mission and Evangelism

Name	Dates of Service	
Dan Willson	8/2007	to 9/2016
_____	_____	to _____
_____	_____	to _____

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

Clerk of Session *Chen R. Pusk* Date 3-23-2022

Search Committee Chair *[Signature]* Date 3/23/22

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

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.*



FREMONT PRESBYTERIAN CHURCH



Vision for Mission

Fremont is a missional church that is called together by God to love Him and serve Him. As a missional church, Fremont desires to transform our neighborhoods, our city, and the world by creating disciples of Jesus Christ through the use of our finances, our time and our talents.

Mission Priorities

Fremont seeks to mobilize our church body to daily self-sacrifice for the hurting world around us. In doing so, our church is involved in local and global missions with the intent of spreading God's love, grace, and His mission in the world.

In choosing organizations to begin or maintain a partnership with, Fremont Mission teams should follow the guidance of the Holy Spirit first and foremost. However, great weight should be given to the following priorities:

- 1) Partnering with organizations that focus on evangelizing the gospel of Jesus Christ
- 2) Partnering with organizations that focus on creating long-term solutions to the world's needs, rather than addressing the short-term symptoms of those needs
- 3) Partnering with organizations where serving alongside is possible (in addition to financial partnership)
- 4) Partnering with organizations that prioritize leadership training
- 5) Partnering with organizations already involved on the mission field (not creating our own missional organizations from scratch)
- 6) Partnering with missionaries who call Fremont home, when possible and not in conflict with other priorities