



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 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.

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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 Southport Presbyterian Church

Address 7525 McFarland Blvd.

Indianapolis, IN 46237

Telephone (317) 534-2912 Fax (_____) _____

E-mail _____ Website www.southportpres.org

2. Presbytery Midwest

Presbytery Ministerial Committee Liaison Steve Jones

3. Search Committee Chairman Keith Speer

Address _____

E-mail AssociatePastorSearch@southportpres.org

Telephone (_____) _____

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

Senior Pastor Full time Part time

Associate Pastor of Discipleship Full time Part time

Director of Traditional Worship Full time Part time

Director of Contemporary Worship Full time Part time

Director of Children's Ministry Full time Part time

Director of Junior High Ministry Full time Part time

Director of Senior High Ministry Full time Part time

Director of Business Operations Full time Part time

Director of Food Service Ministry Full time Part time

Director of Communications Full time Part time



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5. List all key volunteer positions

Children's Ministry Teachers and Volunteers, Youth Coaches for Middle School and High School Students, Guest Connection Team, Live-Streaming Team, Small Group and Bible Study Leaders.

6. List all vacant positions

Position Available Associate Pastor of Outreach & Missions Date of Vacancy 6/1/2023

Position Available Director of Business Operations Date of Vacancy 7/1/2023

Position Available _____ Date of Vacancy _____

7. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>746</u>	<u>792</u>
B. Number of family units	<u>280</u>	<u>280</u>
C. Worship attendance	<u>504</u>	<u>542</u>

8. Community Growth Increasing Static Declining

9. Profile of church members

A. Age:

5 % 0-11 5 % 12-18 15 % 19-24 15 % 25-34
15 % 35-49 15 % 50-64 30 % 65+



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B. Occupation:

10 % Business 20 % Professional 30 % Trades
_____ % Agriculture 10 % Stay-at-Home Parent 30 % Retired
_____ % Other (Please Specify) _____

C. Educational level of adults

10 % some high school 45 % high school 40 % college 5 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 10 %
5 years or less 10 %
6-10 years 25 %
10 years or more 55 %

10. Racial/Ethnic composition of:

A. Congregation

2 % African-American 1 % Asian 95 % Caucasian 1 % Hispanic
1 % Other (Specify) Indian

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

6 % African-American 13 % Asian 75 % Caucasian 5 % Hispanic
1 % Other (Specify) Indian

11. 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: 162,500



12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
<u>8:30</u>	<u>138</u>	<u>Traditional-In Person</u>
<u>8:30</u>	<u>92</u>	<u>Traditional-Live Stream</u>
<u>11:00</u>	<u>183</u>	<u>Contemporary-In Person</u>
<u>11:00</u>	<u>129</u>	<u>Contemporary-Live Stream</u>
<u> </u>	<u> </u>	<u> </u>

B. Frequency of communion celebration: 12 per year

C. How are members involved in planning and participation in the liturgy/worship?
Directors plan the service under the leadership of the pastors. Members use their gifts as liturgists and musicians.

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

8:30 Traditional
11:00 Contemporary

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

8:30 Traditional
11:00 Contemporary

13. Ministry Programs

A. Average attendance in Church School (under 18 years): 75

B. Average attendance in Adult Education (Sunday): 100

C. Average involvement in Small Groups: 250



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14. Organizational Structure

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*
Session	Shepherding spiritually/some business as well	15	Once per month	2
Deacons	Servanthood for the congregation	29	Once per month	2
Trustees	Care of building/practically and financially	12	Once per month	3
Stewardship	Overall budget and finances	9	Once per month	3
Global Missions	Worldwide missions support	11	Once per month	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.
4. A staff person takes primary initiative and responsibility.

Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 1,670,000 Last year's annual budget: \$ 1,790,000
 (Attach a copy of current budget)

2. Percentage of income received toward budget: 91.00 %



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

- A. EPC Percentage of Income \$ 39,744
- B. EPC World Outreach Global Workers \$ _____
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking/Percentage of Income \$ 10,491
- E. Other Missions/Missionaries \$ 167,000

4. Property owned by church

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

The church building is about 25 years old and about 80,000 square feet. It includes a multi-use worship center that seats about 400, a chapel that seats about 175, a two story children's ministry/education wing that is shared with Welcome Place Childcare during the week, a gymnasium, dining room, commercial kitchen, and staff offices. We sit on about 30 acres of land, though we are in the process of selling up to 13 acres.

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

Our building is more than adequate for present programing.

C. Is a building program or capital project projected? Yes No
If yes, describe what, when, and projected cost

We are planning a Generosity Campaign in September with the help of an outside group called Auxano. This campaign will likely have a few capital items included, such as a new shelter house and new playground equipment for Welcome Place. There is potential for a capital campaign in 2024.

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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5. Compensation:

A. The salary range we are prepared to offer:

Position: Associate Pastor \$ 60,000 - \$80,000 depending
 Position: _____ \$ on experience.
 Position: _____ \$ _____

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

Position: All Staff \$ _____ or 3.50 %
 Position: _____ \$ _____ or _____ %
 Position: _____ \$ _____ or _____ %
 Position: _____ \$ _____ or _____ %

C. Housing

- Housing Allowance
- Manse Only
- Either of the Above

D. Benefits and expenses

10% Retirement Plan (minimum 10% gross effective salary)
100% Medical insurance (EPC medical coverage required for full-time TEs)
\$50,000 Life insurance
No Social Security
Yes Travel/mileage
Yes Book allowance
2 weeks Study leave allowance (minimum 2 weeks)
4 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)
 _____ Sabbatical frequency and length Church is discussing policy
 _____ Other (Specify: Medical insurance includes dental and vision)

E. The church participates in the EPC's medical benefits plan Yes No

F. The church participates in the EPC's retirement plan Yes No



Part 3: Church Characteristics

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

Our congregation...

Agree

Disagree

- | | | | | |
|--|----------------------------|---------------------------------------|---------------------------------------|----------------------------|
| 1. Is spiritually vibrant | <input type="checkbox"/> 1 | <input checked="" type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 2. Demonstrates love for the pastor and his/her family | <input type="checkbox"/> 1 | <input checked="" 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 type="checkbox"/> 2 | <input checked="" type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 4. Places a high priority on sound biblical preaching | <input type="checkbox"/> 1 | <input checked="" type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 5. Effectively integrates newcomers | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input checked="" type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 6. Is engaged in evangelism | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input checked="" type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 7. 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 |
| 8. Has a spirit of unity | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input checked="" type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 9. Cares about each other | <input type="checkbox"/> 1 | <input checked="" type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 10. Is supportive of the Session and pastoral leadership | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | <input checked="" type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 11. Ministers well to members that are hurting | <input type="checkbox"/> 1 | <input checked="" type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 12. Uses members' gifts in 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 type="checkbox"/> 1 | <input checked="" 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 type="checkbox"/> 1 | <input checked="" type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |

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

We offer a one day training workshop for deacons and we take new elders through 3 to 4 sessions of training.



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

Deacon meetings begin with a short devotion. Elder meetings begin with 30 minutes of prayer and from time to time we read a book together.

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

Four times a year, we host the Great Banquet, which is similar to a Walk to Emmaus event. We host the Awakening two times per year for high school students. For these events, we work together with other churches to lead the events.

Our pastors, youth and children's ministry directors all gather regularly with other pastors or directors for collaboration.

We've recently begun to engage with some neighboring churches to discuss what we are all doing for outreach in the area and evaluating what's working well and what isn't.

19. Describe the strengths of your congregation.

We are good at one time, large scale events. For example, we host a back to school night every year at the local elementary school where we bring in a DJ, lead games and provide dinner. In December, we hosted a Community Christmas Dinner for families at our day care, Christian School and Mary Bryan Elementary School. We are beginning to host four family fun events per year.

We also have a history of making long term investments in mission activities. For example, our youth group has been leading VBS at the same church in Morris Fork, KY for almost 40 years. Also, multiple dozens of our adults take off work every year to serve as counselors at our kids camp and middle school camp--some have been doing this for decades.

We have a deeply caring congregation, especially for those who are hurting. Our people are good at helping during times of crisis. We have uniquely gifted people in the arts, business, and in trades.



20. List specific problems with which your congregation struggles.

For the last few decades, leading up to leaving the PCUSA in 2009 and then the transition into the EPC, our church has struggled with submitting to the authority of Session. There is sometimes a distrust of leadership decisions, especially when leadership decides to end a beloved program or ministry. We feel we are making progress at working through these challenges. More specifically, many of those with trust issues have moved on to other churches.

For several decades, we've been in the process of transitioning from a "country club" church to a church on mission for Jesus. We are seeking to move people from head knowledge to heart knowledge.

Sometimes, we can get hung up on lesser things and forget the bigger picture of what God is calling us to.

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

In September, we began to unveil our new vision, which was developed with the help of an outside group called Auxano. Our Beyond the Horizon Vision, which is a 6 year vision, states: "As we approach our 200th anniversary Southport will be a unified relevant voice where every generation rallies around a shared passion to support families with young children in our dynamic community."

We have four main goals to accomplish our vision of reaching out to families with young children. We currently have a team working on each of these four goals:

1. Double the size of Welcome Place Childcare within three years, with 30% of families on scholarship.
2. Host four family fun events per year to get to know our neighbors.
3. Educate, equip, and enlist our congregation to actively get involved in fulfilling the mission.
4. Fund the vision through a Generosity Campaign in the Fall with potential for a Capital Campaign the following year.

Throughout our vision work, we came to the conviction that we cannot accomplish these goals without an Associate Pastor of Outreach and Missions to work together with the current pastors, directors and volunteers to give leadership to the initiatives.

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



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

In January 2022, it came to our attention that our Director of Middle School ministries was having an inappropriate relationship with a high school student and grooming other students. That staff member was immediately fired and we've sought the help of a group called Ministry Safe to give us better training in spotting sexual predators.

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

Yes No

If yes, Date completed _____

If yes, enter each statement or strategic plan (or attach copies if space below is limited).

Mission Statement: We are ordinary people pursuing God's extraordinary call.

Strategy: Look up, Lean in, Move out.

Values:

Seeking Truth, Gently

Building Relationships, Authentically

Passing the Faith, Joyfully

Serving the World, Generously

Loving All, Radically

Measures:

Who gets my ultimate affection? Who do I see and who sees me? Where is my hope? Where am I willing to give away what I have? How do I help others thrive?

How am I leaving my comfort zone?



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Part 4: Leadership Expectations

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

- 1) Be able to build and lead teams
- 2) Be able to build new processes and structures
- 3) Be able to recruit volunteers
- 4) Be able to execute our already established mission & vision
- 5) Have a love for the lost and broken within the community

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

- 1) Able to build and lead teams
- 2) Able to build processes and structures
- 3) Able to recruit volunteers
- 4) Able to execute an already established mission and vision
- 5) Love for the lost and broken in the community

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

Position description is attached



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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?

Our church was founded in 1833, though the first small group Bible study which later became the church started meeting in 1825.

- 1) Moving from the Homecroft Campus, which was our 5th building, to our current location on McFarland Blvd (1998).
- 2) Changing denominations from the PCUSA to the EPC (2009).
- 3) Richmond Hill Neighborhood Explosion (2012) - An intentional explosion at a home just a few miles from the church leveled the home, killed two 2 neighbors, injured 7 others and knocked over 30 homes off their foundations. The church family rallied together and Southport Pres became the central location for families to gather and have their spiritual, physical, and emotional needs met. This is an example of what our congregation is capable of when our focus is on the right things.

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

In September 2022, Session made a difficult decision to close our Christian School at the end of the school year. Southport Presbyterian Christian School had been in existence for 45 years. The decision was made based on our larger vision of what we believe God is calling us to do and to not do. This decision was not well received by some in our congregation.



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Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service
The associate pastor of outreach and missions is a new position. _____	_____ to _____
_____	_____ to _____
_____	_____ to _____

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

For the last few years, our expenses have been more than our income. Thankfully, we have money in the bank to operate in the short term. Our plans to address this problem include selling up to 13 acres of land. We are expected to close on 6.5 acres for \$1,200,000 in September. This will enable us to pay off a good portion of our mortgage. Secondly, we are engaging in a Generosity Campaign in the Fall and currently learning best practices in how to teach and challenge the congregation in their giving.



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;
 4. Ministers without call, and ministers laboring less than 20 hours in a 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 David Steiner Date 6/1/2023

Search Committee Chair Keith Speer Date 6/1/2023