



**EPC**

*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.

***Contents***

- |   |                                 |
|---|---------------------------------|
| Part 1: Church Information                  | Part 4: Leadership Expectations |
| Part 2: Financial/Church Campus Information | Part 5: Church History          |
| Part 3: Church Characteristics              | Part 6: Other Information       |

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)





**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**CHURCH INFORMATION FORM**

**Part 1: Church Information**

1. Church Name Lighthouse Presbyterian Church

Address 1402 E 303RD ST

Paola, KS 66071

Telephone (913) 294-2400 Fax (      )                     

E-mail info@paolalighthouse.com Website www.paolalighthouse.com

2. Presbytery: Great Plains Presbytery

Presbytery Ministerial Committee Liaison Kent Matthews

3. Search Committee Chairman Ron Dowd

Address 5 Crestview Dr

Paola, KS 66071

E-mail rldowd2@yahoo.com

Telephone (913) 294-9857

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

- |                                       |   |   |
|---------------------------------------|---|---|
| <u>Senior 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>Office Administrator</u>           | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time            |
| <u>Office Administrator Assistant</u> | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| <u>Member &amp; Community Care</u>    | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| <u>Youth 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>Worship Team</u>                   | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| <u>Nursery Workers</u>                | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |
| <u>Janitorial</u>                     | <input type="checkbox"/> Full time            | <input checked="" type="checkbox"/> Part time |



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

5. List all vacant positions

Position Available Assistant Pastor Date of Vacancy 09/01/21

Position Available Youth Director Date of Vacancy 08/16/21

Position Available \_\_\_\_\_ Date of Vacancy \_\_\_\_\_

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>461</u>	<u>359</u>
B. Number of family units	<u>201</u>	<u>192</u>
C. Worship attendance	<u>225</u>	<u>205</u>

7. Community Growth  Increasing  Static  Declining

8. Profile of church members

A. Age:

0 % 0-11    14 % 12-18    7 % 19-24    10 % 25-34  
16 % 35-49    23 % 50-64    30 % 65+

B. Occupation:

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

C. Educational level of adults

\_\_\_\_\_ % some high school    95 % high school    70 % college    20 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 3 %  
5 years or less 27 %  
6-10 years 23 %  
10 years or more 47 %



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

9. Racial/Ethnic composition of:

A. **Congregation**

2 % African-American 0 % Asian 95 % Caucasian 1 % Hispanic  
2 % Other (Specify) \_\_\_\_\_

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

3.9 % African-American 2 % Asian 87.1 % Caucasian 3 % Hispanic  
2.8 % Other (Specify) American Indian

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 5,719

11. Church Programming—Worship

A. **Worship Time**

10:00am

**Average Worship Attendance**

205

B. Frequency of communion celebration: 14 per year

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

12



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

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

Blended / Contemporary

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

Contemporary

**12. Church Programming—Sunday School**

A. Average attendance in Church School (under 18 years) 30

B. Average attendance in Adult Education (Sunday) 18

**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*
Session	Ruling Elders	17	monthly	1
Deacons	Member Care, fellowship activities and other	19	monthly	3
Missions	worldwide and community mission work	9	monthly	3
Children's Ministry	Children's ministry programming	9	monthly	2
Youth	Youth ministry programming	5	monthly	2
Personnel	Church staffing and benefit packages	5	monthly	
Staff	Day to day functions of the church	7	weekly	1
Finance	Go over finances	7	monthly	1

\*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.



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

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

1. Current annual budget: \$ 881,943 Last year's annual budget: \$ 836,420  
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %

3. Amount contributed for year 2020 (most recent complete reporting year)

- A. EPC Per Member Asking \$ 4,000
- B. EPC World Outreach Global Workers \$ 3,600
- C. EPC Special Projects \$ 500
- D. Presbytery Per Member Asking \$ 4,800
- E. Other Missions/Missionaries \$ 91,561

4. Property owned by church

A. Describe buildings and property (other than manse).  
Church Building and 19 acres

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 \_\_\_\_\_



**EPC**

A Global Movement of Evangelical Presbyterian Churches

**CHURCH INFORMATION FORM**

6. Compensation:

A. The salary range we are prepared to offer:

Position: Assistant Pastor \$ 60,000-70,000

Position: Youth Director \$ 40,000

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

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

Position: Assistant Pastor \$ \_\_\_\_\_ or 2-3 %

Position: Youth Director \$ \_\_\_\_\_ or 2-3 %

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)

100% Medical insurance

100% Life insurance

0% Social Security

0% Travel/mileage

0% Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

NA Number of worship services per year for which pastor is provided relief (in addition to vacation and study leave)

\$2220 Other (Specify: \$1500 - Prof Exp \$720 - Phone reimb)



**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 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
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 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
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 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 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
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 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
10. Ministers well to members who are hurting.	<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
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 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
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 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





**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**CHURCH INFORMATION FORM**

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

We support missionaries from ecumenical Christian sending agencies  
We are active members of our local ministerial alliance (P.A.C.A)

16. Describe the strengths of your congregation.

Multi generational body of Christ followers. Committed to authority of Word and being missional. Well developed men and women leaders with servant hearts. historically strong ministry to children and youth and outreach in community. Worship. Fellowship. Generosity.

17. List specific problems with which your congregation struggles.

Developing small group discipleship. Deliberately discipling women. Re-establishing (due to staff aging and transition) ministry to young adults, youth and families. Evangelism.

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

A vibrant program for and outreach to young adults and families  
Renew youth and children's ministry  
Develop a heart for local evangelism



**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**CHURCH INFORMATION FORM**

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 2008 and updated yearly

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



**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**CHURCH INFORMATION FORM**

#### **Part 4: Leadership Expectations**

1. What five key characteristics, gifts, and/or skills should a person bring to the position?

- Passionate disciple of Christ -devoted to God's Word, His Church and His people.
- High capacity and energetic ministry leader with a heart for local evangelism.
- Holy Spirit led, relational teacher and preacher, effective in communicating the timeless Gospel to emerging generations
- Able to identify and develop leaders and equip Christians to discover and pursue their calling in ministry
- Knowledge of strategic planning and organizational leadership
- Spiritual Gifts: Evangelism, Teaching, Equipping, Shepherding



**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**CHURCH INFORMATION FORM**

### **Part 5: Church History**

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

1. Our founding in 2007 - born when Elders of First Presbyterian Church were removed and Pastor defrocked for asking Heartland Presbytery to release us and the property after 15 years of failed efforts to call the PCUSA back to fidelity to Christ as sole means of salvation savior as well as acknowledge commitment to authority of scripture and the call of God to changed living. Rather than fight over property and rights -we chose to simply allow the authority of PCUSA to remove us -to forgive them and vow to hold nothing against them -and begin a new ministry.

Then developing a mission statement - ethos - sense of calling together that same year.

2. Our peoples commitment to "missional" - locally and internationally.

3. Giving up a building and doing church as an event - in an event space -and carrying that same attitude into a new building in 2011 and gym in 2016

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

Transition is our current challenge.

We have had remarkable stability in staff and Elder leadership - but we are beginning to age and want to continue to reach our community. Covid was handled well and peaceably at Lighthouse - but it has excellerated a cultural shift that we want to be able to address. We want to build disciples in all ages - so we are committng to reach young adults and families and are looking for leadership and expertise to help us.



**EPC**

A Global Movement of Evangelical Presbyterian Churches

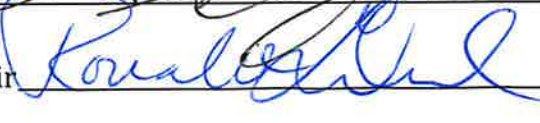
**Part 6: Other Information**

1. List the last three individuals who held the position of Assistant Pastor

Name	Dates of Service	
Brad Buescher	11/2007	to 08/2021
_____	_____	to _____
_____	_____	to _____

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

Clerk of Session  Date 11/08/2021

Search Committee Chair  Date 11/08/2021

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)

