



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





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Part 1: Church Information

1. Church Name Springhill Presbyterian Church

Address 4769 West Babcock Bozeman MT 59718

Telephone (406) 582-8000 Fax (406) 582-8006

E-mail juliahardaway@gmail.com Website www.springhillpres.com

2. Presbytery: Presbytery of the West

Presbytery Ministerial Committee Liaison RE Curt Brophy

3. Search Committee Chairman TE Julia Hardaway

Address 4769 West Babcock Bozeman MT 59718

E-mail juliahardaway@gmail.com

Telephone (406) 582-8000

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

- | | | |
|---|---|---|
| <u>Lead Pastor</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Legacy Site Pastor</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Business Administrator</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>Communications Director</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Children's Ministry Director</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Children's Ministries Assistant</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Worship Director</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Tech Arts Director</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |
| <u>Director of Hospitality and Outreach</u> | <input checked="" type="checkbox"/> Full time | <input type="checkbox"/> Part time |
| <u>_____</u> | <input type="checkbox"/> Full time | <input checked="" type="checkbox"/> Part time |



5. List all vacant positions

Position Available Associate Pastor of Families Date of Vacancy 2018

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	<u>~540</u>	<u>~400</u>
B. Number of family units	<u>~175</u>	<u>109</u>
C. Worship attendance	<u>550</u>	<u>321</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

12 % 0-11 5 % 12-18 3 % 19-24 10 % 25-34
25 % 35-49 25 % 50-64 20 % 65+

B. Occupation:

20 % Business 20 % Professional 10 % Trades
15 % Agriculture 10 % Stay-at-Home Parent 20 % Retired
5 % Other (Please Specify) Students

C. Educational level of adults

1 % some high school 9 % high school 75 % college 15 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 1 %
5 years or less 50 %
6-10 years 20 %
10 years or more 19 %



EPC

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CHURCH INFORMATION FORM

9. Racial/Ethnic composition of:

A. **Congregation**

<1 % African-American <1 % Asian 98 % Caucasian <1 % Hispanic
_____ % Other (Specify) _____

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

<1 % African-American <1 % Asian 98 % Caucasian <1 % 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

Approximate population of community 125,000 (Gallatin County)

11. Church Programming—Worship

A. Worship Time

8:30am

10:00am

Average Worship Attendance

90

231

B. Frequency of communion celebration: 14 per year

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

Liturgy is organized by our worship team, teaching elders, and our worship director.



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

Legacy Site - Traditional, Bozeman Site - Blended

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) 40-50

B. Average attendance in Adult Education (Sunday) 6

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	Prayer/ Leadership	7	1x/month	1
Deacons	Directors of Committees	10	4-6x/year	2
Worship	Worship Planning	4-6	1x/month	2
Finance	Finance	6	1x/month	2
Children's Min	Children's Min	5-6	1x/month	1
Student Min	Student Min	5-6	1x/month	1
Christian Ed	Plan/Implement CE	5-6	1x/month	1
Missions	Missional Outreach	6	1x/month	3

*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.



Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 954,000.00 Last year's annual budget: \$ 1,054,000.00
(Attach a copy of current budget)

2. Percentage of income received toward budget: 110 %

3. Amount contributed for year 2018 (most recent complete reporting year)

- A. EPC Per Member Asking \$ 23.00
- B. EPC World Outreach Global Workers \$ 6000.00
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking \$ 18,000 total
- E. Other Missions/Missionaries \$ 49,209

4. Property owned by church

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

2 locations-

- * 1 Country Church - Seats ~100
- * 1 In-Town Church - Seats ~ 450

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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A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

6. Compensation:

A. The salary range we are prepared to offer:

Position: Associate Pastor of Families \$ 70,000

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

X _____ Pension (minimum 10% gross effective salary)

X _____ Medical insurance

X _____ Life insurance

_____ Social Security

X _____ Travel/mileage

X _____ Book allowance

X _____ Study leave allowance (minimum 2 weeks)

X _____ 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 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
2. 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	<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 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
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 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
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 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 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



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

- *Love Inc.
- *Zoe Care
- *Mobile Soup Kitchen
- *Cru
- *Bible Study Fellowship
- *Catapalooza
- *VBS
- *Moving Ministry
- *Mountain View Care Facility
- *West Gallatin Valley Pastor's Association
- *Prison Ministry
- *Community Bible Study

16. Describe the strengths of your congregation.

Springhill is a church with historic roots, but vibrant life. We believe our greatest strength is our resilience to the challenges we have experienced over the last several years. We credit this resilience to an ongoing commitment to living out God's word together. Over the last decade these challenges include rapid growth, site multiplication, moral failure of leadership, and declining growth.

However, in the last year, by God's grace the church has made a significant recovery. We've recently reset our mission, vision, and values. We've also restructured our local governance. Despite the headwinds of COVID we are in a stable and steady season of

17. List specific problems with which your congregation struggles.

Aside from the ongoing challenges of a pandemic, Springhill is a growing church with a new sense of purpose and direction. However, we are also a church that continues to heal from previous wounds stemming from failure of leadership. The church is now intentionally an elder driven church, with a team approach to ministry on all fronts in order to inoculate against future burnout/ shortfalls. The elders and staff continue to work diligently in rebuilding and restoring trust. We've noted great progress in this area, but there is still much work to be done.

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

Our main goal at this time is implementing and aligning the new mission, vision and core values that we have discerned together in Christ. This includes a new life groups initiative that was implemented in 2020.

*Mission: "Building Authentic Community In Christ"

*Vision: "A church to call home, where relationships flourish, generations connect, neighbors are loved.. for the glory of God."

*Core Values: "We are a worshipping community; a broken people restored by Christ. We believe in the Word of God lived out as we build intentional relationships to serve o



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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.

Pastor- Moral Failure in 2014

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

Yes No

If yes, Date completed 2020

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



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CHURCH INFORMATION FORM

Part 4: Leadership Expectations

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

The five key characteristics that we believe are vital in this role are:

1. Reformed Theology/ Biblical Application
2. Discernment/ Prayer
3. Strong Interpersonal Skills
4. Ability to Relate to Students, Children, and Parents
5. Endurance



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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. As the oldest church in the Gallatin Valley, Springhill Church was entirely abandoned in the 1970's. However, the church reopened and experienced restoration in 1982.

2. In 2014, Springhill grew from one site into two sites under strong leadership that eventually led to moral failure and subsequent numerical decline.

3. In the last two years the church has seen restoration and recovery from this and other leadership failures including new growth, new conversions, and numerous new baptisms.

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

Again, aside from the pandemic, the most interesting and challenging event in the last three years has been the recent re-visioning process led by our elders and visioning team. After 12 coffees, meetings with over 200 church members, and over a dozen local community leaders the church has prayerfully discerned a new direction and we're excited to see how God will use us in the future to make an impact in our valley.

