



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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5. List all vacant positions

Position Available Director of Pastoral Care Date of Vacancy 3/16/23

Position Available Asistant Pastor Date of Vacancy new

Position Available _____ Date of Vacancy _____

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	_____	<u>313</u>
B. Number of family units	_____	<u>165</u>
C. Worship attendance	_____	<u>200</u>

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

2 % 0-11 1 % 12-18 1 % 19-24 2 % 25-34
3 % 35-49 36 % 50-64 55 % 65+

B. Occupation:

32 % Business 5 % Professional 5 % Trades
0 % Agriculture 1 % Stay-at-Home Parent 55 % Retired
2 % Other (Please Specify) Missions

C. Educational level of adults

1 % some high school 10 % high school 79 % college 10 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 2 %
5 years or less 10 %
6-10 years 17 %
10 years or more 71 %



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9. Racial/Ethnic composition of:

A. **Congregation**

1 % African-American 0 % Asian 97 % Caucasian 1 % Hispanic
1 % Other (Specify) Asian

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

3 % African-American 1 % Asian 90 % Caucasian 6 % Hispanic
0 % 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 118,000

11. Church Programming—Worship

A. **Worship Time**

10-11:20

Average Worship Attendance

200

B. Frequency of communion celebration: 13 per year

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

prayer, play in worship band, lead worship, elders/communion



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

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) 0

B. Average attendance in Adult Education (Sunday) 30

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		9	2/mo	1
Deacon		13	1/mo	3
Missions		6	1/mo	3
Nominating		6	6/yr	3
First Impressions Team	Greeting	9	6/yr	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.



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Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 810,000 Last year's annual budget: \$ 810,000
(Attach a copy of current budget)

2. Percentage of income received toward budget: 104 %

3. Amount contributed for year 2022 (most recent complete reporting year)

A. EPC Per Member Asking \$ 6242

B. EPC World Outreach Global Workers \$ 4000

C. EPC Special Projects \$ 6000

D. Presbytery Per Member Asking \$ 6396

E. Other Missions/Missionaries \$ 148,099

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: Assistant Pastor - Next Gen \$ 70,000

Position: _____ \$ (above includes housing)

Position: _____ \$ _____

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

Position: all \$ _____ or 3 %

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)

X Medical insurance

X Life insurance

_____ Social Security

X Travel/mileage

_____ Book allowance

2 wks Study leave allowance (minimum 2 weeks)

4 wks 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 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 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 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 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
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 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 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 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 type="checkbox"/> 1	<input checked="" 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 type="checkbox"/> 1	<input checked="" 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



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

Life Chain: city wide pro-life gathering / demonstration

IF Gathering: national women's retreat. Meets in various homes & churches

Ratio Christi campus ministry

16. Describe the strengths of your congregation.

Cared deeply for one another

High participation in Bible Studies, Love for the Word

Values & practices prayer

17. List specific problems with which your congregation struggles.

Few young families with children & youth. Makes it difficult to invite young families with kids.

"Back in the glory days" gazing

challenging "marrying" reformed/ charismatic theologies

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

reach young families

making disciple-makers



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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.

Many decades ago the Presbytery was brought in to work through challenges with a Pastor. Was disciplined.

Many decades ago, sexual misconduct took place with two different elders. Not related events.

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?

Relational

Humble

Self-directed

Gifted in teaching / preaching

Love for the local church



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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?

Founding of Myrtle Grove Christian School
Impact of the charismatic movement in the 1980s
Sending of our 1st missionary

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

Covid
Loss of young families & youth

