



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

Introduction

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 Building/Financial Information | Part 5 Church History |
| Part 3 Church Characteristics | Part 6 Other Information |

Please return the completed document to:

Office of the Stated Clerk
Evangelical Presbyterian Church
17197 N. Laurel Park Drive, Suite 567
Livonia, MI 48152-7912
Phone: (734) 742-2020 Fax: (734) 742-2033
E-mail: epchurch@epc.org



Part 1: Church Information

1. Name: Springhill Presbyterian Church
 Address: 4769 West Babcock Bozeman MT 59718
9855 Walker Road Belgrade MT 59714
 Telephone: (406) 582-8000 Fax: (406) 582-8006
 E-mail: _____ Website: www.springhillpres.com

2. Presbytery: Presbytery of the West
 Presbytery Ministerial Committee Liaison: Ryan Cook, TE Leland Stocker, Clerk of Session

3. Search Committee Chairman: Julia Hardaway, RE
 Address: 4769 W Babcock
Bozeman, MT 59718
 Telephone: (406) 582-8000 E-mail: juliah@springhillpres.com

4. List all paid staff positions

- Lead Pastor Full time Part time
- Family Ministries Pastor Full time Part time
- Legacy Site Pastor Full time Part time
- Business Administrator Full time Part time
- Communications Director Full time Part time
- Executive Assistant Full time Part time
- Family Ministries Assistant Full time Part time
- Children's Ministry Director Full time Part time
- Youth Ministry Director Full time Part time

Position Available: Lead Pastor Date of Vacancy: 09/01/2018
 Position Available: _____ Date of Vacancy: _____

5. Membership (please state approximate numbers and percentages)

	<u>Five years ago</u>	<u>Currently</u>
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>260</u>

D. Profile of church members

(1) Age:

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

(2) Occupation:

18% Business 17% Professional 10% Trades 10% Stay-at-home parent
20% Agriculture 20% Retired 5% Other (Specify: students)

(3) Educational level of adults

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

(4) Percentage of members belonging to the congregation:

Less than one year 1%
5 years or less 50%
6-10 years 30%
10 years or more 19%

(5) Racial/Ethnic composition of congregation

<1% Asian <1% Hispanic <1% African American 98% Caucasian
 % Other / Specify: _____

6. Worship

A.	Time	Average Attendance
	<u>8:30 a</u>	<u>85</u>
	<u>10:00a</u>	<u>175</u>
	_____	_____
	_____	_____
	_____	_____

B. Frequency of communion celebration: 12-14 per year

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

Our liturgy is currently organized by our worship team in addition to teaching elders and a worship coordinator. Our musicians partake in music planning at both sites.

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

Variety

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

Legacy- Traditional
Bozeman - Blended

7. Church/Sunday School

A. Average attendance in Church School (under 18 years) 60-70

B. Average attendance in Adult Education (Sunday) 6

8. Community Setting (check as many as apply):

- | <u>Location</u> | <u>Function</u> | <u>Growth</u> |
|--|--|---|
| <input checked="" type="checkbox"/> Rural | <input type="checkbox"/> Industrial | <input checked="" type="checkbox"/> Growing |
| <input checked="" type="checkbox"/> Small town | <input checked="" type="checkbox"/> College/University | <input type="checkbox"/> Static |
| <input type="checkbox"/> Metropolitan | <input checked="" type="checkbox"/> Agricultural | <input type="checkbox"/> Declining |
| <input type="checkbox"/> Suburban | <input checked="" type="checkbox"/> Recreational | |
| <input type="checkbox"/> Inner City | <input type="checkbox"/> Military | |

Approximate population of community 90,000

Racial/Ethnic composition of community:

>1% Asian >1% Hispanic >1% African American 99% Caucasian

>1% Other (Specify: Biracial, Native American, other)

9. Program Information: 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	Business of the church	12	1X/month	1
Deacons	Deacon Reports/Assignment	24	4-6x/yr	2
Missional Leadership	Oversee Missional giving/ev	8-10	1X/month	3
Worship Leadership	Worship Planning	8-10	1X/month	2
Children's Ministry Leadership	Oversee Children's Ministry	5-6	1X/month	3
Student Ministry Leadership	Oversee Student Ministry	5-6	1X/month	3
Women's Ministry (Woven)	Plan/Implement Women's	6-8	1x/month	3
Executive Leadership	Set agendas/HR	6	1x/Month	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.

Part 2: Building/Financial Information

1. Current annual budget: \$ 1,054,000.00 Last year's annual budget: \$ 1,130,766.00

(Please attach a copy of current budget)

2. Percentage of income received toward budget: 95 %

3. Amount contributed for (last complete reporting year: 2017):

A. EPC per member contribution \$ 6000.00

B. EPC World Outreach Missionaries \$ 6000.00

C. EPC Benevolence Askings \$ _____

D. Presbytery giving \$ 12,000.00

E. Other Missions/Missionaries \$ 69,900.00

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 and when and projected cost:

D. Does the church own a manse?

Yes No

Condition: Good Fair Poor Number of bedrooms: _____

Office/study: In Church In Manse Not provided Other: _____

6. Compensation:

A. The salary range we are prepared to offer:

Position: Lead Pastor \$ DOE

Position: _____ \$ _____

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

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

_____ Travel/mileage

x _____ Book allowance

x _____ Study leave allowance

x _____ Annual vacation

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

_____ Other (Specify: _____)

Part III: Church Characteristics

Circle the number that most closely describes the current congregation characteristics and future goals:

Our congregation...	<u>Currently</u>				<u>Goal</u>			
	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 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 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 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 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 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 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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

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

*Love Inc.	*VBS
*Zoe Care	*Springhill Youth Rendezvous
*Mobile Soup Kitchen	*Mountain View Care Facility
*Cru	*West Gallatin Valley Pastor's Association
*InterVarsity	*Bible Study Fellowship
*Catapalooza	*Community Bible Study

16. Describe the strengths of your congregation:

Springhill Church exemplifies what every church says about their congregation. We are loving, kind, and friendly. However, we believe our greatest strength is our resilience to the challenges we have experienced over the last several years. Those challenges include rapid growth, site multiplication, moral failure of leadership, declining growth, theological controversy, and decline in giving. We remain unified in our commitment to seeking the mind of Christ together. We are an intergenerational church with a strong (and growing) community of young families and a thriving children's/ youth ministry.

17. List specific problems with which your congregation struggles:

The moral failure of church leadership has never been properly addressed, leaving our congregation with unresolved wounds. The perfect storm of moral failure, theological controversy, and recent lack of leadership has led to issues of mistrust, attendance, and financial decline. In addition, our two site model offers us many benefits but also unique challenges in communication and unity.

18. List major goals that this congregation has set for itself:

Our main goal at this time is to discover God's preferred future for Springhill. This includes working towards financial/ numerical stability, prayerfully seeking a transitional pastor, rebuilding unity and trust, and above all healing together in order to move forward in God's mission.

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 Date: _____ No

If yes, please attach copies.

Part 4: Leadership Expectations

22. What five key characteristics/gifts/skills should a person bring to the position?

We are prayerfully seeking an intentional interim pastor as one who would help lead us into our next season by working with our session to make intentional changes. The five key characteristics that we believe are vital in this role are:

1. Change management
2. Strong interpersonal skills
3. Executive staff management expertise and experience
4. Organizational/ operational/ systems awareness
5. Well versed in Reformed theology and Biblical application

Part 5: Church History

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

- 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.
- In 2011, Springhill moved from PCUSA to EPC and began to experience rapid growth as a result of this faithful decision.
- Most recently, Springhill grew from one site into two sites under strong leadership that eventually led to moral failure in 2014 and subsequent numerical decline.

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 recent years, the leadership of Springhill experienced a controversy surrounding Third Wave Pentecostalism. This controversy is no longer an issue with the recent changes in pastoral leadership.


Part 6: Other Information


1. List the last three persons in this position: Position: Senior/Lead Pastor

<u>Name</u>	<u>Dates of Service</u>
<u>Rev. Sam Knight</u>	<u>2015</u> to <u>2018</u>
<u>Rev. BJ Otey</u>	<u>2008</u> to <u>2014</u>
<u>Rev. Richard McNeely</u>	<u>1992</u> to <u>2008</u>

2. Other significant factors about our church not covered in previous questions:

In light of the above, we see the Lord moving in our midst and are extremely optimistic about the future of Springhill. Through our peaks and valleys, we trust in the Lordship of Christ both in our lives and in the life of Springhill Church.


Clerk of Session
Date: 10-11-18


Chair, Search Committee
Date: 10-9-18

We encourage churches to list their openings on the EPC Ministry Staff Opportunities List (www.epc.org/mso). For more information or to send your posting e-mail epchurch@epc.org.