



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](mailto:info@epc.org)





**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

**CHURCH INFORMATION FORM**

**Part 1: Church Information**

1. Church Name New Hope Presbyterian Church

Address 19800 108th Ave SE, Kent, WA 98031

Telephone ( 253 ) 859-8998 Fax ( 253 ) 859-4730

E-mail hello@newhopekent.org Website www.newhopekent.org

2. Presbytery: Pacific Northwest

Presbytery Ministerial Committee Liaison Mike McCandless

3. Search Committee Chairman Ken Dixon

Address 27440 - 149th Ave SE

Kent, WA 98042

E-mail kdixonsr47@gmail.com

Telephone ( 206 ) 234-8382

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

Reuben Antevlink (Dir Student Min)  Full time  Part time

Sandra Bergquist (Financial Secretary)  Full time  Part time

Cindy Dix (Min Development Coord)  Full time  Part time

Michele Browning (Admin Assistant)  Full time  Part time

Matt Garcia (Music Dir)  Full time  Part time

Kim Rendle (Worship Music Coordinator)  Full time  Part time

Bill Masterson (Lead Sound Tech)  Full time  Part time

John Hinsey (Music Support)  Full time  Part time

Jonathan Garcia (Lawn Maintenance)  Full time  Part time

Alex Hill (Worship Service Recording)  Full time  Part time



5. List all vacant positions

Position Available Transition Pastor Date of Vacancy July 2022

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>273 (2017)</u>	<u>231</u>
B. Number of family units	<u>161</u>	<u>131</u>
C. Worship attendance	<u>251 (2017)</u>	<u>146 (1st half 2022)</u>

7. Community Growth  Increasing  Static  Declining

8. Profile of church members

A. Age:

0 % 0-11    0 % 12-18    5 % 19-24    10 % 25-34  
13 % 35-49    31 % 50-64    42 % 65+

B. Occupation:

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

C. Educational level of adults

\_\_\_\_\_ % some high school    \_\_\_\_\_ % high school    \_\_\_\_\_ % college    \_\_\_\_\_ % graduate school

D. Percentage of members belonging to the congregation

Less than one year 2 %  
 5 years or less 15 %  
 6-10 years 14 %  
 10 years or more 69 %



9. Racial/Ethnic composition of:

A. Congregation

\_\_\_\_ % African-American \_\_\_\_ % Asian \_\_\_\_ % Caucasian \_\_\_\_ % Hispanic  
\_\_\_\_ % Other (Specify) \_\_\_\_\_

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

12 % African-American 24 % Asian 48 % Caucasian 14 % Hispanic  
2 % Other (Specify) Everything else

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 270,500

11. Church Programming—Worship

A. Worship Time

10:00  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Average Worship Attendance

146  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Frequency of communion celebration: Every Sunday per year

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

The pastor and music staff design the service, that includes congregational participation.



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

Traditional with corporate confession & responsive prayers, etc.

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

Blended traditional, praise, instrumental accompaniment, no choir.

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 15 students +5 leaders

B. Average attendance in Adult Education (Sunday) 0

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	Governance	7	2X/mon	2
Deacons	Care Ministry	10	monthly	3
Facilities Mgmt	Maintenance	4	as needed	3
Staff	Devotion, prayer, communication	4	weekly	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.



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

1. Current annual budget: \$ 901,215 Last year's annual budget: \$ 951,303  
(Attach a copy of current budget)

2. Percentage of income received toward budget: 92% of income, 95% of spending %

3. Amount contributed for year 2021 (most recent complete reporting year)

- A. EPC Per Member Asking \$ 5,750
- B. EPC World Outreach Global Workers \$ \_\_\_\_\_
- C. EPC Special Projects \$ 6,000
- D. Presbytery Per Member Asking \$ 5,250
- E. Other Missions/Missionaries \$ 12,378

4. Property owned by church

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

750-seat sanctuary, 10 office administrative wing, 3-story Youth/Christian Education wing with stage and sound, Preschool & Sunday school wing, Multipurpose Room with large kitchen, portable building that is currently used for storage, small courtyard. adequate paved parking.

B. Are your buildings adequate for your present program?  Yes  No

If no, please explain:

We have more facility than we currently need. We have rented a wing of the CE building to a Montessori School.

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 \_\_\_\_\_



6. Compensation:

A. The salary range we are prepared to offer:

Position: Transition Pastor \$ 100,000 - 120,000

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

Yes Pension (minimum 10% gross effective salary)

90% premium Medical insurance

No Life insurance

Yes Social Security

Yes Travel/mileage

Yes Book allowance

No Study leave allowance (minimum 2 weeks)

Yes Annual vacation days (minimum 4 weeks)

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

10 Other (Specify: Holidays -- (Yes to AD&D - accidental death and dismemberment))



**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 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
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 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
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 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
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 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 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





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

Several individual members work with Vine Maple Place, a Christian non-profit focused on helping homeless women. Other Christian community outreach activities include: hosting a Montessori preschool which has become a place where we have regular interaction with those outside of our immediate faith community; and working with nearby Panther Lake Elementary School, providing help with supplies, shoes, backpacks, and Christmas gifts. We also host badminton twice a week in our Multipurpose Room that is open to and well represented by the community. Before the pandemic we hosted a Chinese language school on the weekends. They have not yet returned to regular operation. Several members are involved in outreach to the Somali refugee community, in both word and deed.

16. Describe the strengths of your congregation.

Tradition of excellent preaching  
Tradition of well-integrated worship services  
Multigenerational core  
Strong/committed leadership team  
Gifted staff  
Continued supportive financial giving through covid pandemic  
Mutually beneficial denominational connection  
Effective prayer ministry  
Continued tradition of excellent youth ministry

17. List specific problems with which your congregation struggles.

Long term effects of pastor/congregation difficulties, and pastor/staff difficulties that resulted in a very large loss of members, and high turnover of staff.  
Large debt load due to loss of many members over last 10 or so years.  
Under staffed.  
Loss of adult and preschool Sunday School programs.

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

Our major goal at this time is to find and work with a Transition Pastor who will help us evaluate our church, help us determine the how to proceed in the future, and get us started in that direction. We want to be a powerful force in this community for the cause of Christ.



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.

About 11 years ago one of the active elders had a problem with alcohol and threatened members of his family. Disciplinary action was taken. He responded well, repented, and restoration was completed although he subsequently left the church. Several years later an unfortunate escalation of a conflict between the Pastor and an Elder's family resulted in disciplinary action. This was subsequently withdrawn. However, the family withdrew from the church.

Regarding the next question on this form:

Purpose Statement: "Our purpose is to be a blessing to our neighbors and the world by connecting people with Jesus, to each other and to ministry." [Approved by Session March 8, 2018]

Vision Statement: "In and through Christ, every member ... Gathering, Growing, Serving, and Going" [Approved by Session June 3, 2008]

Mission Statement: "In and through Christ ... to gather and grow Christ's church in South King County, Western Washington, and even the World" [Approved by Session June 3, 2008]

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

Yes  No

If yes, Date completed See above

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



*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?

Pastors/shepherds heart

Sound reformed theology and committed to the EPC Essentials of Faith

Trained in transition skills

Time commitment to lead the church

Peacemaker



### Part 5: Church History

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

1. Leaving PCUSA and joining EPC. It was a big decision for everyone to make individually to leave everything and step out to continue to be Biblical, reformed, and evangelical, and start a new church. It united the congregation in an amazing way.
2. Committing to build a large worship facility. At the time all indicators pointed toward that decision, and we had financial support and attendance to make that happen. However, the sudden downturn in membership and attendance beginning in 2009 created financial stress that has continued to the present.
3. The transition of our most recent Sr. Pastor to his new position of EPC church planter. It is good for him to be in a job that he loves and will utilize his strengths. We believe and pray that it will also be good for the church to reevaluate and move forward with joy under new leadership.

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 the last 3 years, the COVID pandemic brought uncertainties, restrictions, confusion, etc. It was not only a problem for our church but a nationwide problem in how to react and respond to many changing medical and government directions.

It was and continues to be a challenge reaching our current members' needs without the weekly Sunday contact; and many regular attendees and members are still not attending worship regularly.



**Part 6: Other Information**

1. List the last three individuals who held the position of Interim (Transition) Pastor

Name	Dates of Service	
<u>Rev. Tom Ramsay</u>	<u>1993</u>	to <u>1994</u>
_____	_____	to _____
_____	_____	to _____

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

Note regarding questions 8B, 8C, and 9A:

We do not keep or have statistics regarding membership profile questions related to Occupation, Education, or Racial Ethnic composition. And frankly the “active” membership list needs updated. We assume that these questions will be part of the evaluation done with the new Transition Pastor. That being said, in very general terms since we live in the shadow of Boeing, other technical companies, hospitals, and schools we traditionally have had many members working in those fields. We are now an “older” congregation with a mixture of younger families. On the racial composition scale, we have been largely Caucasian and thankfully that has been changing in the last few years toward the makeup of the community.

Clerk of Session Rob Saunders Rob A. Saunders (Jul 19, 2022 07:47 PDT) *Rob A. Saunders* Date 7/19/2022

Search Committee Chair Ken Dixon Kenneth E Dixon Sr. (Jul 19, 2022 09:28 PDT) *Kenneth E Dixon Sr.* Date 7/19/2022

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)