



## CHURCH INFORMATION FORM

The Ministerial Vocation Committee and the Office of the Stated Clerk of the Evangelical Presbyterian Church are responsible for denominational vocational service. As part of the process of “matching” minister 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 goal. This calls for honesty, effort, and commitment to open communication.

The Church Information Form present 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)





## CHURCH INFORMATION FORM

### Part 1: Church Information

1. Church Name: First Presbyterian Church

Address: 302 N. Maxwell St., (PO Box 606), Siloam Springs, AR 72761

Telephone: (479) 524-5935

Fax: n/a

Email: [info@fpcsiload.com](mailto:info@fpcsiload.com)

Website: [fpcsiload.com](http://fpcsiload.com)

2. Presbytery: Great Plains Presbytery

Presbytery Ministerial Committee Liaison: n/a

3. Search Committee Chairperson: Chuck Hyde

Address: n/a

Email: [fpcsiload@gmail.com](mailto:fpcsiload@gmail.com)

Telephone: n/a

4. List all paid staff positions

Senior Pastor

Full time:  Part time:

Assistant Pastor / Director of Family Ministries and  
Christian Education

Full time:  Part time:

Director of Worship & Arts

Full time: Part time:

Office Administrator

Full time: Part time:

Custodian

Full time: Part time:

Organist

Full time: Part time:



## CHURCH INFORMATION FORM

5. List all vacant positions

Position available: Assistant Pastor / Director of Family Ministries and Christian Education

Date of vacancy: July 1, 2019

6. Membership (state approximate numbers and percentages)

	<u>Five years ago</u>	<u>Currently</u>
A. Number of Church members:	167	130
B. Number of family units:	55	57
C. Worship Attendance:	148	133

The drop in membership noted above was due to the removal of inactive members of the congregation from our rolls prior to our vote to leave the PCUSA in May 2016.

7. Community Growth

Increasing:       Static:      Declining:

8. Profile of church members

A. Age

10% 0-11	10% 12-18	5% 19-24	15% 25-34
20% 35-49	20% 50-64	20% 65+	

B. Occupation

5% Business	35% Professional	20% Trades
0% Agriculture	5% Stay-at-home Parent	30% Retired
5% Other (please specify): Students		

C. Education Level of Adults

5% some level of high school	20% high school
50% college	25% graduate school

D. Percentage of members belonging to the congregation

Less than one year:	10%
5 years or less:	35%
6-10 years:	25%
10 years or more:	30%



## CHURCH INFORMATION FORM

### 9. Racial/Ethnic Composition of:

#### A. Congregation

1% African-American      2% Asian      94% Caucasian      1% Hispanic  
2% Other (please specify): Native American

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

1% African-American      2% Asian      67% Caucasian      25% Hispanic  
5% Other (please specify): Native American

### 10. Community Setting (check as many as apply)

#### A. Location

Rural:       Small town:       Metropolitan:      Suburban:      Inner City:

#### B. Function

Industrial:       Agricultural:       Recreational:  
Military:      College/University:

#### C. Approximate population of community: 16,000

### 11. Church Programming — Worship

#### A. Worship Time

#### Average Worship Attendance

10:30 a.m.

133

#### B. Frequency of communion celebration: 14 per year

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

Member participation in worship enforces the understanding that worship is not the work of only a few ordained individuals, but the work of all God's people. Therefore, we value the participation of members in our worship service. Members serve as liturgists, acolytes, ushers, choir members, musicians and as adults teaching young children how to worship God. Our liturgy is also constructed to increase congregational participation through call-and-response and sung refrains throughout the service. Members also serve on the worship committee, which functions in a consultative role for the Pastor and Director of Worship & Arts.



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

Our liturgy would probably be most commonly described as “traditional,” but we prefer to describe it as “historical.” We embrace the historic Christian understanding that the preaching of the gospel is not just a part of the liturgy, but that the liturgy itself preaches the gospel. Therefore, we follow the broad themes of creation (praise to God), fall (confession of sin and assurance of pardon), redemption (reading and preaching of the word, sacraments), and consummation (confession of faith, intercessory prayer, offerings, and benediction).

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

Mostly “traditional” with hymns and organ/piano accompaniment, but with some “contemporary” mixed in on occasion.

### 12. Church Programming — Sunday School

A. Average attendance in Church school (under 18 years): 42

B. Average attendance in Adult Education (Sunday): 40

### 13. Church Programming — Organization/Committees

List major board, 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	Church governance	10	Monthly	2
Christian Ed.	Discipleship	6	Monthly	1
Fellowship	Fellowship	8	Monthly	3
Outreach	Outreach	3	Monthly	3
Worship	Worship	5	Monthly	2
Communication & Connections	Communication w. church & community	6	Monthly	3
Stewardship	Oversee church resources	6	Monthly	3
Dine with Nine	Group fellowship	1	As needed	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



## CHURCH INFORMATION FORM

### Part 2: Financial/Church Campus Information

1. Current annual budget: \$268,916 (Attach a copy of current budget) Last year's annual budget: \$245,395

2. Percentage of income received toward budget: 113%

3. Amount contributed for year: \$24,451.00 (most recent complete reporting year)

- A. EPC per member asking: \$2,208.00
- B. EPC World Outreach Global Workers: \$0
- C. EPC Special Projects: \$620
- D. Presbytery per member asking: \$1,440.00
- E. Other Missions/Missionaries: \$20,183.00

4. Property owned by church

A. Describe buildings and property (other than manse)

Sanctuary with balcony seating  
Classroom, meeting, and office space  
Fellowship hall/gym with kitchen  
Choir room and nursery space  
Parking in front and behind building with a small separate lot across the street

B. Are your buildings adequate for your present program? Yes: No:   
If no, please explain.

There are a number of deferred maintenance projects at the church that need attention so that our building will better meet our needs. We are at a place financially where we can begin addressing those projects.

C. Is a building program projected? Yes: No:   
If yes, describe what, when, and projected cost.

The church's agreement with the Presbytery of Arkansas (PCUSA) for dismissal to the EPC and to retain title to the property was a payment of \$250,000 over 5 years. Three payments of \$50,000 have been made to date. We currently have the funds for the entirety of the fourth payment and most of the final payment.

D. Does the church own a manse? Yes: No:   
Condition: n/a Good: Fair: Poor: #of bedrooms: n/a  
Pastor's office/study: In church:  In manse: Not provided:  
Other:



## CHURCH INFORMATION FORM

### 6. Compensation

A. The salary range we are prepared to offer:

Position:

Assistant Pastor \$39,000-44,000

Director of Family Ministries and Christian Education \$33,000-38,000

The salary range indicated reflects a budgetary commitment for salary, housing and medical insurance which can be allocated as needed to fit the individual's specific needs.

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

Position: All staff \$ or 2-3%

### C. Housing

Housing allowance:

Manse only:

Either of the above:

### D. Benefits and Expenses

Yes Pension (minimum 10% gross effective salary)

Yes Medical insurance

No Life insurance

1/2 SECA Social Security

Yes Travel/mileage

No Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

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

\_\_\_\_\_ Other (please specify)



## CHURCH INFORMATION FORM

### Part 3: Church Characteristics

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

Our congregation:	Currently				Goal			
	Agree			Disagree	Agree			Disagree
1. Supports the Pastor	✓	2	3	4	✓	2	3	4
2. Readily shares their gifts w/the rest of the congregation	1	✓	3	4	✓	2	3	4
3. Places a high priority on sound Biblical preaching	✓	2	3	4	✓	2	3	4
4. Gladly welcomes visitors and new members	1	2	✓	4	✓	2	3	4
5. Is involved in local evangelistic ministries	1	✓	3	4	✓	2	3	4
6. Is often found living their Faith in their communities	✓	2	3	4	✓	2	3	4
7. Has a spirit of unity	1	✓	3	4	✓	2	3	4
8. Cares about each other	✓	2	3	4	✓	2	3	4
9. Looks to its Session for leadership	✓	2	3	4	✓	2	3	4
10. Ministers well to members Who are hurting	1	✓	3	4	✓	2	3	4
11. Uses members' gifts in its Worship	1	✓	3	4	✓	2	3	4
12. Contains people willing And able to lead the Congregation	1	✓	3	4	✓	2	3	4
13. Is capable of change when And where appropriate	1	2	✓	4	✓	2	3	4
14. Is spiritually alive	✓	2	3	4	✓	2	3	4





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

- Serves as host for the Ministerial Alliance's annual National Day of Prayer service
- Participates in community Holy Week services sponsored by First UMC
- Supports many local ministries financially
- Active supporter of local homeless "tiny home" ministry (Genesis House)
- Served as weekend host church for Genesis house winter housing program

16. Describe the strengths of your congregation.

- Strong Biblical preaching and rich, historical, liturgical worship
- Intergenerational involvement and interaction, including children in worship
- Prioritization of both men and women as elders and in leadership roles
- Financial stability
- Christian Education
- Friendly, warm congregational community

17. List specific problems with which your congregation struggles.

- Evangelism
- Lack of diversity—ethnically, educationally, economically
- Limited classroom space
- Engaging gifts of a congregation with competing commitments
- Lack of embodied ministry in community

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

- Maintain strong theological grounding through Biblical preaching and Christian Education program
- Enable children and youth to grow with authentic, vibrant faith through catechesis and meaningful participation in worship
- Discern spiritual gifts of members for use in ministry
- Continued financial support and increased embodied support of ministries and missions
- Increased diversity of relationships—ethnically, educationally, economically



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19. Has there ever been disciplinary action taken against a pastor of your congregation?

Yes:                      No: ✓

20. Has there every been disciplinary actions taken against an elder 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: March 18, 2017

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

See attached APPENDIX for list of core values



## CHURCH INFORMATION FORM

### Part 4: Leadership Expectations

1. What five key characteristics, gifts, and/or skills should a person bring to the position?
  - A. The most important thing a person can bring to any pastoral position is a commitment to holiness and growth in Christ. This commitment is expressed in the prioritization of prayer and in continual pursuit of both theological and personal growth.
  - B. An organizational ability to not only lead by communicating vision well, but also to inspire participation amongst volunteers in the execution of that vision.
  - C. A capacity to establish and nurture relationships that are edifying in nature with both youth and adults alike.
  - D. Views ministry in the church within the larger context of a community, so that the church, particularly our young people, may better understand its calling in the world.
  - E. Possesses a creative spirit that also values the historic, liturgical practices of the church, including the catechesis of children.

### Part 5: Church History

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

First Presbyterian Church has a long history in the town of Siloam Springs. In fact, First Presbyterian Church began gathering as a Cumberland Presbyterian Sunday School class in 1855 before Siloam Springs even existed as a town! We mention our age not to boast of ourselves, but to praise God for His faithfulness in keeping His word. Just as He began a good work in this congregation, He will bring it to completion in the day of Jesus Christ.

- A. Looking back on our long history, one of the most important events for our church was the call and subsequent ministry of our former pastor, Rev. Breck Castleman. Under Breck's leadership, First Presbyterian Church returned to the foundation of the gospel upon which it was first laid. A deep respect for Biblical authority and sound theology was restored to a church that was floundering and God was pleased to grow His church under those conditions. Without the years of Breck's ministry at First Presbyterian Church, we may very well have had already seen the end of our history as a church.
- B. On Sunday, September 14, 2003 a multi-use addition to the church building was dedicated. It included a fellowship hall and gym, a choir room, and larger kitchen and nursery space. This addition has allowed for expanded activities and programs not previously available to the congregation.
- C. In May 2016, First Presbyterian Church voted to leave the PCUSA and in June 2016 we joined the EPC. We are grateful to be part of the EPC and its efforts to bring the gospel into all the world.



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2. What do you consider to be the most interesting and challenging event in the life of your church in the last three years?
  - A. There have been a number of significant events that we have experienced over the last three years. We switched denominations, transitioned to a new pastor, and now have a vacancy for the other full-time staff position at the church. God has faithfully preserved us through all of these changes, but we have found it to be true that change is not always easy.
  - B. As the church continues to grow, so does our nursery! It is a wonderful reality that we celebrate, but it also means that there are demographic changes taking place in our congregation. This requires thought and intentionality to preserve the intergenerational identity that we cherish.

### Part 6: Other Information

1. List the last three individuals who held the position of:

Assistant Pastor / Director of Family Ministries and Christian Education

Name	Dates of Service
Ben Ledbetter (Director of Youth & Discipleship)	January 11, 2017 to June 30, 2019
Brad Edwards (Director of Youth & Discipleship)	August 1, 2009 to June 30, 2016
n/a	

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

One characteristic of our congregational life is the participation of members and non-members from John Brown University. Between the spring and fall semesters, many students who attend worship and participate in other ways return home. Also, faculty and staff are often traveling and the pace of congregational life slows down.

Anyone interested in this pastoral position may contact the search committee at [fpcsiload@gmail.com](mailto:fpcsiload@gmail.com).

Clerk of Session \_\_\_\_\_ Date \_\_\_\_\_

Search Committee Chair \_\_\_\_\_ Date \_\_\_\_\_

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).



## CHURCH INFORMATION FORM

### APPENDIX

First Presbyterian Church  
Siloam Springs, AR  
Core Values

#### TRUTH

God calls us to truth,  
Made known to us in Jesus Christ and in the Scriptures.

Truth leads us  
To know God as Father, Son and Holy Spirit;  
To know ourselves as God's people; and  
To know how we are to live in the world, which God has made.

#### WORSHIP

God calls us to worship,  
Our joyful response to the majesty and grace of God.

Worship leads us  
To know and serve God  
To respond to God's word in community through song, sacrament, prayer and giving  
To obedience to God in our individual lives daily.

#### STEWARDSHIP

God calls us to stewardship,  
Our use of all God-given resources for the glory of God.

Stewardship leads us  
To acknowledge God's ownership of all that we are and have  
To give financially to support the Church in its worship and its world  
To use our imaginations, energy and time to serve God's purposes in the world.

#### DISCIPLESHIP

God calls us to discipleship,  
Our formation into the image of Christ by the power of the Holy Spirit.

Discipleship leads us  
Into the study of Scripture  
Into the recognition and encouragement of spiritual gifts for service  
Into dynamic relationships with one another.



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### COMMUNITY

God calls us to community,  
Our life together as the Body of Christ.

Community leads us  
To value one another as people created and loved by God  
To grow in loving relationships with one another  
To serve one another and the world around us

### SERVICE

God calls us to service,  
Our sacrificial response to the needs around us.

Service leads us  
To follow Jesus' example of humility and love  
To bring the transforming power of the Gospel into the lives of others  
To set aside self-interest in order to enrich the lives of others

### OUTREACH

God calls us to outreach,  
Our commission to share the love of God in Jesus Christ with others.

Outreach leads us  
To go into our community and all the world as witnesses to Jesus  
To live as demonstrations of God's love and mercy  
To call others to faith in Jesus Christ as Savior and Lord.