



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.

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Please return the completed document to:

Office of the Stated Clerk
Evangelical Presbyterian Church
5850 T.G. Lee Blvd. Suite 510
Orlando, FL 32822
Phone: (407) 930-4239
Fax: (407) 930-4247
E-mail: info@epc.org



(2) Occupation:

___% Business ___% Professional ___% Trades ___% Stay-at-home parent
___% Agriculture ___% Retired ___% Other (Specify: _____)

(3) Educational level of adults

___% some high school ___% high school ___% college ___% graduate school

(4) Percentage of members belonging to the congregation:

Less than one year 4 %
5 years or less 29 %
6-10 years 18 %
10 years or more 49 %

(5) Racial/Ethnic composition of congregation

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

6. Worship

A. Time	Average Attendance
<u> 8:30 am </u>	<u> 52 </u>
<u> 11:00 am </u>	<u> 143 </u>
_____	_____
_____	_____
_____	_____
_____	_____

B. Frequency of communion celebration: 12 per year

C. How are members involved in planning and participation in the liturgy/worship?
4-5 member Worship Team

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

E. Type of music used in worship (e.g., traditional, contemporary, variety):
8:30 service is traditional; 11:00 is contemporary

7. Church/Sunday School

A. Average attendance in Church School (under 18 years) 28

B. Average attendance in Adult Education (Sunday) 68

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

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

Approximate population of community 77,000

Racial/Ethnic composition of community:

3.5 % Asian 7.8 % Hispanic 9.0 % African American 78.7 % Caucasian

1.0 % Other (Specify: _____)

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	Church Leadership	12	1 per month	1
Deacons	Ministry	15	1 per month	3
Trustees	Manage Property	9	1 per month	3
Ministry / Vision Teams	Various	Varies	Varies	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: Building/Financial Information

1. Current annual budget: \$ 609,400 Last year's annual budget: \$ 581,200

(Please attach a copy of current budget)

2. Percentage of income received toward budget: 98 %

3. Amount contributed for (last complete reporting year: 2018):

A. EPC per member contribution \$ 3,398

B. EPC World Outreach Missionaries \$ 8,000

C. EPC Benevolence Askings \$ _____

D. Presbytery giving \$ 7,736

E. Other Missions/Missionaries \$ 62,448

4. Property owned by church

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

Church building - sanctuary, fellowship hall, classrooms, offices, etc.
Student Ministries Center with full size gymnasium and classrooms

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: Senior Pastor \$ Commensurate with experience

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:

Yes Pension (minimum 10% gross effective salary)

Yes Medical insurance

Yes Life insurance

No Social Security

Yes Travel/mileage

Yes Book allowance

2 weeks Study leave allowance

4 weeks Annual vacation

6 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 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 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
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 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 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 Brookdale members serve on boards of ecumenical organizations in our community. Brookdale currently supports, both financially and in service, approximately twenty ecumenical ministries and missions, locally and internationally.

16. Describe the strengths of your congregation:

- * A solid core of believers who have a hunger for God's word, spiritual growth and sharing the love of Jesus with others
- * A competent and passionate laity leadership and teaching team
- * Clarity of Brookdale's gospel-centered vision, producing a strong sense of unity
- * A heart for missions, both local and world-wide, with financial and personal commitment
- * A sound fiscal status

17. List specific problems with which your congregation struggles:

- * A lack of a process in place to disciple new and/or immature believers
- * A disconnect between traditional and contemporary worshippers, with a lack of fellowship between the two
- * A seeming lack of integration and communication often leading to the problem of the few doing much and the many doing little

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

- * Implementation of Brookdale's vision:
 1. To become a praying church
 2. To look for solutions that will unify worshippers
 3. To encourage the means of spiritual formation by a resurgence of small groups and discipleship
 4. To become gospel motivated, both corporately and individually, as we reach out to the church's neighborhood and beyond

Part 4: Leadership Expectations

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

We seek an experienced senior pastor who will lead us in furthering Brookdale Church's vision-- "to bring the beauty of the gospel to the brokenness of life"--to our congregation, to the community around Brookdale, to our city and beyond.

The pastor God brings here must be committed to having a personal, growing relationship with Jesus, intent on serving this congregation with integrity, humility and maturity in speech and conduct.

His ministry must be committed to the following:

- * Effective expository preaching and understanding of the Bible based on Reformed Theology
- * Leadership skills, supervision and discernment to provide effective communication between staff and lay leaders
- * Shepherding congregants and inquirers, with the love and grace Jesus brings, toward spiritual development
- * Relating to individuals in approachable, relational ways, with a listening ear
- * Having a gospel-centered focus in the area of both local and global missions, nurturing current activities while bringing encouragement and energy to invest in new ideas

Part 5: Church History

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

- * When the Brookdale Church building was planned in the 1920s, a full gymnasium was built in the church basement to attract families with children, and offer a safe place for youth in the neighborhood.
- * A decision was made in the late 1990s for our church to remain in the Brookdale neighborhood, when so many churches were moving out of neighborhoods. Then property became available for building the Student Ministries Center -- continuing the focus on youth in our community.
- * The decision Brookdale Church (always a true gospel-oriented body of believers) made in 2012, after struggling for over four decades with the Heartland Presbytery's intensifying pull toward liberal views, to leave the PCUSA and join the EPC.

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

The effort and time spent in creating the beautiful vision for our church -- "to bring the beauty of the gospel to the brokenness of life."

- * Intentionally implementing the process of clarifying the "vision" by establishing the four areas of our "mission" -- prayer, worship, spiritual formation and missions outside the church walls
- * Intentionally structuring staff to implement the vision

Part 6: Other Information

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

<u>Name</u>	<u>Dates of Service</u>
<u>Rev. Bryan Gregory</u>	<u>2014</u> to <u>2018</u>
<u>Rev. Paul Gaug</u>	<u>2007</u> to <u>2012</u>
<u>Rev. Cliff Mansley</u>	<u>2002</u> to <u>2005</u>

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

If you are interested in this position, please e-mail your PIF, cover letter, and resume to annweston.91@gmail.com.

Vernalee Carter
Clerk of Session
Date: 01/04/19

Ann Weston / Randy Dudik
Chair, Search Committee
Date: 01/04/19

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.