

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
29140 Buckingham Avenue, Suite 5
Livonia, MI 48154
Phone: (734) 261-2001 Fax: (734) 261-3282



EPC Form September 2003

Church Information Form

Part I: Church Information

1. Name: **Stonebridge Evangelical Presbyterian Church**

Address: C/O Mike Klenda

Telephone: **(419) 661-1995** Fax: ()

E-mail: **mklenda@stonebridge-epc.org** Web site: **www.stonebridge-epc.org**

2. Presbytery: **Midwest**

Presbytery Ministerial Committee Liaison: **Alton Bennett**

3. Search Committee Chairman: **Martin Rossol**

3a. Search Committee Contact Person: **Martin Rossol**

Address: 464 Patriot Drive W

Waterville, OH 43566

Telephone: **419-349-1406** Email: **mrrossol@yahoo.com**

4. List all paid staff positions

Sr Pastor

Full time Part time

Full time Part time

Full time Part time

Full time Part time

Full time Part time

Full time Part time

Full time Part time

Full time Part time

Full time Part time

Position Available: Sr. **Pastor**

Date of Vacancy: **5/1/2010**

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	59	45
b. Number of family units	25	24
c. Worship attendance	55	65

d. Profile of church members

(1) Age:

24 % 0-11	12 % 12-18	6 % 19-24	14 % 25-34	19% 35-49
15 % 50-64	10 % 65+			

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Church Information – continued

(2) Occupation:

35% Business 40% Professional 4% Trades 5% Stay-at-home parent
1% Agriculture 15% Retired % Other (Specify:)

(3) Educational level of adults

% some high school 25% high school 60% college 15% grad. school

(4) Percentage of members belonging to the congregation:

Less than one year 15 %
5 years or less 25 %
6-10 years 35 %
10 years or more 25 %

(5) Racial/Ethnic composition of congregation

12% Asian 3% Hispanic 1% African American 84% Caucasian
% Other (Specify:)

6. Worship

a. Time Average Attendance
 10:30am 60

b. Frequency of communion celebration: 12x per year.

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

Members are encouraged to participate actively in all areas of Worship according to their gifts. This may include, Call to Worship, Corporate Prayer, Responsive Reading, Scripture Reading, and Music Ministry.

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

Traditional.

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

Traditional with some contemporary songs. Have used guitars and praise leaders in the past.

Church Information – continued

7. Church/Sunday School

- a. Average attendance in Church School (under 18 years) 17

- b. Average attendance in Adult Education (Sunday) 20

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 checked="" type="checkbox"/> Growing
<input 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 checked="" type="checkbox"/> Suburban	<input type="checkbox"/> Recreational	
<input type="checkbox"/> Inner City	<input type="checkbox"/> Military	

Approximate population of community 18,000; greater Toledo – 300,000

Racial/Ethnic composition of community:

1% Asian 5% Hispanic 1% African American 91% Caucasian

2% Other (Specify: Arab)

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
Women's Fellowship Team	Fellowship gatherings for women of the church.	4	Quarterly
Mission Team	Provide leadership and direction for mission efforts	4	6X/yr
Women's Bible Study	Bible study.	9	Weekly
Men's Bible Study	Bible study.	7	Monthly
Building Committee	Facility Search	2	Quarterly

*Indicate leadership role expected by using the number below:

1. Pastor takes primary initiative and responsibility.
2. Pastor and laity share responsibility.
3. Laity take primary initiative and responsibility.

Part II: Building/Financial Information

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1. Current annual budget: \$111,000 Last year's annual budget: \$126,970

(Please attach a copy of current budget)

2. Percentage of income received toward budget: 95% through June 2010

3. Amount contributed for (last complete reporting year: 2009):

- a. EPC per member contribution: \$1219
- b. EPC World Outreach Missionaries: \$9,900
- c. EPC Benevolence Askings \$2,400
- d. Presbytery giving \$522
- e. Other Missions/Missionaries \$16,900

4. Property owned by church:

a. Describe buildings and property (other than manse)

Currently leasing space for Worship and Ministry Activities.

b. Are your buildings adequate for your present program?

Yes No

Pursuing long term Lease or buy for permanent facility.

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 X Not provided Other: _____

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Building/Financial Information – continued

6. Compensation:

a. The salary range we are prepared to offer:

Position: Sr. Pastor \$45,000 **Consideration given to qualifications greater or less than our requirements. Total package including professional expenses and benefits \$75,000.**

Position: \$

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

Position: Sr. Pastor appx 3 %

Position: \$ or %

c. Housing

Housing allowance (Included in salary)

Manse only

Either of the above

d. Benefits and expenses:

\$4500 Pension (minimum 10% gross effective salary)

\$15,000 Medical insurance

Included Life insurance & Disability

Church Pays ½ Social Security

\$1500 Travel/mileage

\$3000 Professional Development

2 weeks Study leave allowance

4 weeks Annual vacation

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

\$1000 Other (Specify: Expenses for General Assembly)

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Part III: Church Characteristics

Check 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.	<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 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 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 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 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 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
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 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

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Church Characteristics – continued

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

This is an area we wish to improve upon. Certain individuals do so on their own initiative. But participation is limited. Events we have participated in recent years include caroling with First Baptist at Christmas, supporting local ministries such as Perrysburg Christian United and Water for Ishmael, participating in the Walk for Life.

16. Describe the strengths of your congregation:

Many members are strong in Scriptural knowledge. We have a caring congregation. There is a strong financial commitment to Stonebridge. We are blessed with a good number of leaders in the group. Spiritual maturity seems to be above average. A good mix of ages. A very committed core group.

17. List specific problems with which your congregation struggles:

Although we are spiritually mature and scripturally knowledgeable, we struggle with community outreach and evangelism. We lack the financial resources for carrying out large ministry initiatives. Geographically we are spread out across several communities and thus struggle defining a role for our church in the surrounding community.

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

1. Our short term immediate goal is to find an affordable facility for Worship and ministry.
2. We desire to trust God, be obedient to Him, and give Him all Glory and Honor, while we recognize and enjoy His blessings
3. We desire to improve evangelism and discipleship and begin growing with new conversions to Christ.
4. We desire to be known in the community for our love for Christ and each other.
5. We desire to be known in the community for our faith rooted in the scriptures, particularly our understanding of God's grace and mercy
6. We desire to equip, send, and support our own missionaries.
7. We desire to grow to 250 plus members, build a permanent worship facility in the area and begin plans to plant another church.
8. We desire to increase our support of world missions.

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Church Characteristics - continued

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:

The pastor who just left was sanctioned from exercising the functions of Teaching Elder for one year as a result of substance abuse issues.

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.

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Part IV: Leadership Expectations:

Below are listed 42 items which represent a range of qualities in the ministry of the church. **Choose the 12 items which your church feels are the most important aspects of ministry for your church at this time. Then place the numbers in the blanks following the list.** All the qualities are important and there are other qualities that are not listed. Please choose those 12 which you feel are highest priority at this time. Do not rank the items.

Write no more than 12 numbers in the blanks at the end of this list.

Our church needs a person who...

1. is an effective preacher/speaker.
2. continues to develop his/her theological and biblical skills.
3. helps people develop their spiritual life.
4. helps people work together in solving problems.
5. is effective in planning and leading worship.
6. has a sense of the direction of his/her ministry.
7. regularly encourages people to participate in denominational activities and programs.
8. helps people understand and act upon issues of social justice.
9. is a helpful counselor.
10. ministers effectively to people in crisis situations.
11. makes pastoral calls on people in hospitals and nursing homes and those confined to their homes.
12. makes pastoral calls on members not confined to their homes or in hospitals.
13. is a good leader.
14. is effective in working with children.
15. builds a sense of fellowship among the people with whom he/she works.
16. helps people develop their leadership abilities.
17. is an effective administrator.
18. is effective with committees and officers.
19. is an effective teacher.
20. has a strong commitment to the educational ministry of the church.
21. is effective in working with adults.
22. inspires a sense of confidence.
23. works regularly at bringing new members into the church.
24. regularly encourages support of the EPC's missions and outreach.
25. reaches out to inactive members.
26. works regularly in the development of stewardship growth.
27. is active in ecumenical relationships and encourages the church to participate.
28. is a person who cultivates a close, devotional relationship with God.
29. writes clearly and well.
30. works well on a team.
31. has a real heart for youth.
32. organized people for community action.
33. is skilled in planning and leading programs.
34. plans and leads well-organized meetings.
35. encourages people to relate their faith to their daily lives.
36. is accepting of people with divergent backgrounds and traditions.
37. encourages others to assume and carry out leadership.
38. has a definite sense of evangelism and missions.
39. has strong commitment and loyalty to the Evangelical Presbyterian Church.
40. maintains confidentiality.
41. is a compassionate and caring person, sensitive to others' needs.
42. deals effectively with conflict.

#1, #2, #3, #6, #13, #15, #19, #23, #28, #35, #38, #41, #42.

Comments:

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Part V: Church History (please limit to one page)

A. What have been the three most important events in the history of your church?

- 1.) Core group organized.
- 2.) Our first pastor leaving.
- 3.) Move to Leased full time Facility
- 4.) Tepic Mexico Missions Trip
- 5.) Our third pastor leaving.

B. What has been the most interesting and challenging events in the life of your church in the last three years?

We maintain a core group that is committed to the teaching and preaching of God's word, missions, and to each other. In 2006, our church was privileged to send 16 of its members to Tepic Mexico for a ten day mission trip to minister to the Huichol Indians as part of Church Planting International. We also support Church Planting International financially as well as will sweat equity. We have had a number of members travel to Peru to support a number of pastoral training seminars.

During our history there has been much discussion about the vision for the church. The diversity of the body has initiated discussions, and at times led to divisions, over various issues ranging from worship style to Reformed Doctrine. Amidst this backdrop, the Leadership has tried to maintain congregational unity, at the expense of specific stances on core beliefs. We have lost members on both sides of issues of liberty. As we move forward, we desire to prayerfully discern and define what we stand for as a church. We believe God has a unique purpose for Stonebridge Church. We have faced challenges including loss of members, reductions in annual budgets, no permanent facility and disappointments with pastors. Nevertheless, we are convinced God has great things in store for Stonebridge. With God all things are possible.

We recently accepted the resignation of a pastor we all truly loved and wanted so much to succeed. We have been through the "loss" of three pastors within the past 5 years. It has been hard. But in spite of the difficulties, we have a core group that is committed to this body; we have people who give sacrificially to support the work of Stonebridge; we have families who want to join Stonebridge as members because they see real Christian living on display in this body. God is faithful, and we want to be faithful to Him.

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Part VI: Other Information

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

<u>Name</u>	<u>Dates of Service</u>
Robert Shull	6/96 to 12/03
Andy Moehn	2/05 to 5/07
Austin Olive	6/08 to 4/10

2. Please list names of any persons whose profiles you wish us to mail you:

- 1)
- 2)
- 3)
- 4)
- 5)
- 6)

3. Do you want the Office of the Stated Clerk to suggest some names of pastors whom you might consider for a call? If so, completed Personal Information Forms will be sent.

Yes No

4. Please indicate if there are any special preferences based on gender, age, race or national origin in consideration of persons' profiles that may be sent:

No basis for preference

Please consider the following factors that we believe require consideration:

Male

Signed,
Martin Rossol
Search Committee Chair