



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

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



**EPC***A Global Movement of Evangelical Presbyterian Churches***CHURCH INFORMATION FORM****Part 1: Church Information**

1. Church Name Covenant Presbyterian Church

Address 200 N. Market St

Ligonier Pa 15658

Telephone (724) 238-3657 Fax (724) 238-7804

E-mail info@cpclig.net Website cpclig.net

2. Presbytery: Presbytery of the Alleghenies

Presbytery Ministerial Committee Liaison _____

3. Search Committee Chairman Kathy Brown

Address 113 Maple Dr

Ligonier Pa 15658

E-mail bkbrown3@comcast.net

Telephone (412) 398-1458

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

<u>Rev. Tim Habecker</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Lisa Shroyer Church Administrator</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Cheryl Yeager Custodian</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Pam Steiner Music Director</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
_____	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time
_____	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time
_____	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time
_____	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time
_____	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time
_____	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time

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5. List all vacant positions

Position Available Pastor Date of Vacancy _____

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>452</u>	<u>276</u>
B. Number of family units	<u>254</u>	<u>88</u>
C. Worship attendance	<u>150</u>	<u>70</u>

7. Community Growth ☐ Increasing ☐ Static ☒ Declining

Of the 276 members there are currently 127 listed as "inactive". In part this is explained by the answer to #2-part 5. In addition inactive members were not removed from roles in 2020 due to pandemic which canceled in person worship from March-May and also July-September and limited worship Nov 20-April 2021.

8. Profile of church members

A. Age:

5 % 0-11 5 % 12-18 10 % 19-24 10 % 25-34
15 % 35-49 25 % 50-64 30 % 65+

B. Occupation:

15 % Business 15 % Professional 30 % Trades
5 % Agriculture 5 % Stay-at-Home Parent 30 % Retired
 _____ % Other (Please Specify) _____

C. Educational level of adults

5 % some high school 55 % high school 30 % college 10 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 1 %
 5 years or less 15 %
 6-10 years 15 %
 10 years or more 69 %



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9. Racial/Ethnic composition of:

A. **Congregation**

0 % African-American 1 % Asian 98 % Caucasian 1 % Hispanic
____ % Other (Specify) _____

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

1 % African-American 1 % Asian 97 % Caucasian 1 % Hispanic
____ % Other (Specify) _____

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 8,002

11. Church Programming—Worship

A. **Worship Time**

10AM

Average Worship Attendance

70

B. Frequency of communion celebration: 6 per year

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

Elders are actively learning to assist in worship. Chancel Guild actively engages in decorating the sanctuary for liturgical seasons. Re-organizational meeting for the choir/praise band to be held July 25, 2021.

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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)

Variety

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 6

B. Average attendance in Adult Education (Sunday) Our adult education & discipleship is in the midst of a complete overhaul post pandemic

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	Admin & Spiritual Oversight	6	Monthly	2
Deacons	Congregational Care/ Mercy Ministry	7	Monthly	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.



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**EPC***A Global Movement of Evangelical Presbyterian Churches***CHURCH INFORMATION FORM****6. Compensation:****A. The salary range we are prepared to offer:**

Position: Pastor \$ 85,000-90,000 inclusive of benefits

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

X Pension (minimum 10% gross effective salary)

X Medical insurance

X Life insurance

X Social Security

X Travel/mileage

X Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

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

_____ Other (Specify: _____)

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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 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 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
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 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
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 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
10. Ministers well to members who are hurting.	<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
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 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
13. Is capable of change when and where appropriate.	<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
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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15. In what ways does your church participate in ecumenical activities?

Host to mothers of preschoolers group(MOPS) at our church for over 20 years. Participation in Lenten services annually and host to three services on Wednesdays of Lent every other year with a luncheon after the services. Easter Sunrise service. Local food bank. Valley Youth Network for senior high students in the area to gather to learn about Christ, do community service locally and with annual Mission Trips. Host annual youth retreat for kids in our community.

16. Describe the strengths of your congregation.

Our Deacons take great care and concern for others in our congregation and community. We have a desire and willingness to use our facility for the benefit of the community, hosting blood drives, MOPS and other groups as requested. We have a very musical congregation with many sharing those gifts with us in 2020, having had to stop getting together at the church gave us an opportunity to reevaluate our priorities. We eliminated bureaucracy and retooled our by-laws. Our transitional pastor took the Elders through a discipleship (crash course) which we are now sharing with others to train up leaders. Our Vision Team was supported with prayer teams who wrapped around them while they were discerning God's call for our church as we come out of this time of transition and the pandemic. Willingness to answer the call even if it means spending some of our vision fund to accomplish the goals.

17. List specific problems with which your congregation struggles.

We are in the position we are in because a small group of members had issues with the pastor's compensation among other things. Our church had been blessed with faithful givers who have stopped giving as they "wait and see" what the future holds. The pandemic kept us from gathering. As we come out of that we are working to get our members comfortable coming back into the church. At one point our church was "the" church for young families. MOPS, our former preschool and our strong school age and youth ministries brought many to our church. That tide shifted at some point. We lost momentum in those areas. We also have a lot of people who have grown up in the church and are comfortable doing things as we always have. We also lack an understanding of what it means to be evangelical and missional.

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

See church Life and Ministry Vision Statement attached

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Covenant Presbyterian Church Life and Ministry Vision Statement

Our time, energy, and resources will be devoted to creating a community of faith where people are encouraged and equipped to follow in Jesus' footsteps. Indeed, our foremost desire must become "to love the Lord our God with all our heart, with all our soul, with all our strength, and with all our mind; and our neighbor as ourselves."¹ The gospel of Jesus Christ compels us to prioritize relationships above all other endeavors we may pursue. We acknowledge and confess past shortcomings, present fears, and future mistakes in this regard. Nonetheless, we step forward in reliance upon the Holy Spirit's guidance of our efforts as we strive to strengthen our relationships in the following order of priority.

Goal #1: Our relationship to God is as a Christ-centered community committed to knowing and following Jesus, serving as his ambassadors.

Objectives:

1. Within 12 months equip 20 individuals to make disciples whether as Sunday school teachers, small group leaders, mentors, or youth/child ministry volunteers.
2. Within 18 months have 50% (or 75 people) actively participating in small group discipleship, whether via Sunday school, in person small groups, or virtual groups.
3. Create a culture of gospel-centered discipleship intentionally focusing upon unifying biblical themes, doctrines, and spiritual disciplines proclaimed from the pulpit, discussed in small groups, and taught in homes.

Goal #2: We will use our time and our gifts to support and participate in partnerships that create opportunities for evangelism and discipleship throughout our local community, region, and world.

Objectives:

1. Within 1 year invest and participate in at least 2 local ministries intentionally seeking to make disciples.
2. Within 2 years invest and participate in a strategic partnership to create a weekly ministry targeting local elementary and middle school youth and their families.
3. Partner with one regional or world mission organization within two years, the goal being to organize and execute one mission trip from Covenant Church.

Goal #3: Embracing our differences and striving to grow as disciples of Jesus Christ, we will worship together and serve alongside one another.

Objectives:

1. Establish opportunities for intergenerational fellowship on a monthly basis.
2. Invest in the development of worship leaders for the purpose of consistently designing worship services accessible to all.
3. Within 3 years plan and implement a church family retreat.

¹ Westminster Shorter Catechism, 42; Matthew 22:37-39.



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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.

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

☒ Yes ☐ No

If yes, Date completed 5/2021

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



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Part 4: Leadership Expectations

1. What five key characteristics, gifts, and/or skills should a person bring to the position?

Part 4: Leadership Expectations

What five key characteristics, gifts, and/or skills should a person bring to the position?

- Scripture based and gospel centered sermons
 - Strong communication skills with the ability to preach and teach the Scriptures
- Establish and maintain vision driven and mission focused congregation
 - Ability to guide the church strategically to achieve the stated vision
 - Organized – efficient use of time and resources
 - Team building – organize and energize internal teams
 - Consensus building – unite the disparate elements of the congregation
 - Positive – unrelenting positivity in facing the known and unknown challenges
- Spiritual gifts for the common good
 - Exhibit the gifts of wisdom, knowledge, faith, integrity, joy, discernment, compassion, and humor
- Pastoral care – organize and direct deacons to serve the congregations
 - Calm and steady demeanor
 - Compassionate and consistent with all segments of the congregation; youth, families, adults, and elderly
- Leadership abilities with strong organizational/administrative skills and an enthusiastic and open demeanor
 - Provide spiritual guidance and administrative direction to the Session and Board of Deacons
 - Lead and direct the church staff to effectively and efficiently support the congregation and vision
 - Develop and mentor staff and leaders
 - Exhibits wise, enthusiastic, approachable and open leadership qualities
- Determined to create a culture of Discipleship
 - Internal – through individuals and groups create a vibrant and active Christ centered community of disciples within the church
 - External – through local/regional/world partnerships create opportunities for evangelism and discipleship at every level

Qualifications:

- Master of Divinity from an accredited seminary
- Ordained by the EPC or willing to be ordained by the EPC
- Theological alignment with and adheres to the Westminster Confession of Faith and to the EPC's Essentials of Our Faith
- Five years ministerial experience with major preaching responsibilities



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Part 5: Church History

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

The first is a trend as opposed to a singular event in the life of the church. Prior to 2019 our congregation enjoyed uncommon consistency in terms of pastoral leadership. The previous pastor had served for 23 years. Prior to his arrival the pastor before him had ministered for 22 years entering into retirement, and he continues to worship with our congregation presently.

Among significant events was the transition in denominational affiliation. In 2010 Covenant Presbyterian Church left the PC(USA) and joined the EPC.

Finally, in 2001 the church hired its first director of youth ministry. This event is significant in that it represented our church's renewed focus upon and commitment to ministry to younger generations in our community.

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 last three years have been the most interesting and challenging event in the life of our church! First, the previous pastor left in the spring of 2019 after 23 years. From April to September of that year our church had no pastor and suffered for lack of leadership. It was during this time that a decision was made by the session to close the church's preschool which was well known and beloved by many in the community. The session's vote was far from unanimous and a furor erupted, resulting in the resignation of several elders and one staff member, and essentially splitting the church. Two weeks later the first transitional pastor arrived and took command of the situation. Things seemed to be trending in a better direction when, in March of 2020, pandemic lock-downs were initiated throughout the state of Pennsylvania. Given that the first transitional pastor was routinely commuting from Pittsburgh to Ligonier this presented a uniquely challenging and ultimately unsustainable situation. It prompted talks to reach an agreement with a second transitional pastor, a teaching elder in the EPC who happens to be employed by and live just outside of town at Ligonier Camp & Conference Center. After knowing only two pastors over the course of nearly 50 years, the church endured six months with no pastor, followed by two different pastors in two years. As we emerge from a pandemic-induced slumber, most of us recognize that our church is a shadow of its former self. However, the winter of 2020-21 was not wasted. It allowed for much needed reflection and discernment, the result of which is our Life & Ministry Vision Statement. A sense of urgency definitely exists as we recognize the need to rehabilitate our reputation in the community and renew our commitment to the Great Commission of Jesus Christ

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

Name	Dates of Service	
<u>Robert D. Cummings</u>	<u>1996</u>	to <u>2019</u>
<u>John J. McClure</u>	<u>1972</u>	to <u>1994</u>
<u>George H. Wright</u>	<u>1954</u>	to <u>1971</u>

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

Clerk of Session *Jeffrey M. Lachman* Date 07/25/21

Search Committee Chair *Kathy C. Brown* Date 07/25/2021

We encourage churches to list their vacancies on the Ministry Staff Opportunities webpage at www.epc.org/mso. For more information or to send your posting, email info@epc.org