

Rev. Jon Dennis, Senior Pastor
Rev. Chrishon Ducker, Associate Pastor

February 6, 2023

Dear Brother or Sister in Christ,

Hope Presbyterian Church in Fredericksburg, VA is prayerfully seeking the next Pastor or Director of Student Ministries that God has prepared for our congregation.

Fredericksburg is a growing and family-friendly area located within commuting distance of Washington D.C. and Richmond, VA and only 2-3 hours from both the beach and the mountains. The area is home to many military and government facilities, the University of Mary Washington, two hospital networks, and countless small and medium sized businesses. History buffs, sports enthusiasts and outdoor lovers have plenty of opportunities to enjoy their hobbies. Both downtown Fredericksburg and the Central Park area offer numerous restaurants, coffee shops, and other retail options.

Hope is located in a suburban area adjacent to two local schools and a mix of apartments, townhouses, and single-family homes. The neighborhood has become increasingly diverse over the last few decades and Hope is eager to engage with and be a light to our community by drawing in young people and families to reach the unchurched while still caring for all members of our church family.

If you feel God calling you towards this opportunity, please review our enclosed Church Information Form, Vision Framework, and job description. Pastor Information Forms, resumes, links to recordings, and anything else you feel will help us get to know you may be sent to Search@hopechurchva.org. We will begin prayerfully considering submissions on March 1st. All inquiries will be handled with strict confidentiality.

Whether or not Hope becomes your next home, please know we are praying for you.

“To this end we always pray for you, that our God may make you worthy of his calling and may fulfill every resolve for good and every work of faith by his power, so that the name of our Lord Jesus may be glorified in you, and you in him, according to the grace of our God and the Lord Jesus Christ.” 2 Thessalonians 1:11-12

By His Grace,

The Commissioned Pastor or Director of Student Ministries Search Committee of Hope Presbyterian Church



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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.

Contents

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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





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Part 1: Church Information

1. Church Name _____

Address _____

Telephone (_____) _____ Fax (_____) _____

E-mail _____ Website _____

2. Presbytery: _____

Presbytery Ministerial Committee Liaison _____

3. Search Committee Chairman _____

Address _____

E-mail _____

Telephone (_____) _____

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

- | | | |
|-------|------------------------------------|------------------------------------|
| _____ | <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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| _____ | <input type="checkbox"/> Full time | <input type="checkbox"/> Part time |



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CHURCH INFORMATION FORM

5. List all vacant positions

Position Available _____ 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	_____	_____
B. Number of family units	_____	_____
C. Worship attendance	_____	_____

7. Community Growth Increasing Static Declining

8. Profile of church members

A. Age:

_____ % 0-11 _____ % 12-18 _____ % 19-24 _____ % 25-34
 _____ % 35-49 _____ % 50-64 _____ % 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 _____ %
 5 years or less _____ %
 6-10 years _____ %
 10 years or more _____ %



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CHURCH INFORMATION FORM

9. Racial/Ethnic composition of:

A. Congregation

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

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

_____ % African-American _____ % Asian _____ % Caucasian _____ % 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 _____

11. Church Programming—Worship

A. Worship Time

Average Worship Attendance

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

B. Frequency of communion celebration: _____ per year

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



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

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

12. Church Programming—Sunday School

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

B. Average attendance in Adult Education (Sunday) _____

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*

*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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Part 2: Financial/Church Campus Information

1. Current annual budget: \$ _____ Last year's annual budget: \$ _____
(Attach a copy of current budget)

2. Percentage of income received toward budget: _____ %

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

- A. EPC Per Member Asking \$ _____
- B. EPC World Outreach Global Workers \$ _____
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking \$ _____
- E. Other Missions/Missionaries \$ _____

4. Property owned by church

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

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, 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 _____



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CHURCH INFORMATION FORM

6. Compensation:

A. The salary range we are prepared to offer:

Position: _____ \$ _____

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

_____ Pension (minimum 10% gross effective salary)

_____ Medical insurance

_____ Life insurance

_____ Social Security

_____ Travel/mileage

_____ Book allowance

_____ Study leave allowance

_____ Annual vacation days

_____ Other (Specify: _____)



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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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 type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
14. Is spiritually alive.	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input 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?

16. Describe the strengths of your congregation.

17. List specific problems with which your congregation struggles.

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



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CHURCH INFORMATION FORM

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 _____

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



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CHURCH INFORMATION FORM

Part 4: Leadership Expectations

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



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CHURCH INFORMATION FORM

Part 5: Church History

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

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



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Part 6: Other Information

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

Name

Dates of Service

_____ to _____

_____ to _____

_____ to _____

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

Clerk of Session _____ Date _____

Search Committee Chair _____ Date _____