



**EPC**

*A Global Movement of Evangelical Presbyterian Churches*

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](mailto:info@epc.org)





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**Part 1: Church Information**

1. Church Name New Hope Community Church

Address P. O. Box 3135

Lynchburg, VA 24503

Telephone (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_

E-mail info@newhopelynchburg.net Website www.newhopelynchburg.net

2. Presbytery: Presbytery of The Mid-Atlantic (Mountain Missional Region)

Presbytery Ministerial Committee Liaison Tom Pittman, Chairman 1441thomas@gmail.com

3. Search Committee Chairman William M. Henderson (Mike)

Address 115 Morcom Drive

Madison Heights, VA 24572

E-mail william.m.henderson@gmail.com

Telephone ( 434 ) 221-6649

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

- |  |                                    |   |
|--|------------------------------------|---|
| <u>Gregory A. Yates - Worship 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            |
| _____                                      | <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/Planter Date of Vacancy Immediate

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>0</u>	<u>38</u>
B. Number of family units	<u>0</u>	<u>14</u>
C. Worship attendance	<u>0</u>	<u>31.1</u>

7. Community Growth  Increasing  Static  Declining

8. Profile of church members

A. Age:

16 % 0-11    8 % 12-18    10 % 19-24    3 % 25-34

24 % 35-49    26 % 50-64    13 % 65+

B. Occupation:

23 % Business    13 % Professional    9 % Trades

0 % Agriculture    6 % Stay at Home Parent    20 % Retired

29 % Other (Please Specify) 23 % Students, 6 % Disabled

C. Educational level of adults

7 % some high school    11 % High School    64 % College    18 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 17 %

5 years or less 83 %

6-10 years 0 %

10 years or more 0 %



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9. Racial/Ethnic composition of:

**A. Congregation**

5 % African American 0 % Asian 92 % Caucasian 3 % Hispanic  
0 % Other (Specify) Other

**B. Community** (within 5-mile radius of church) Note: These statistics are for the City of Lynchburg.

28 % African American 3 % Asian 65 % Caucasian 4 % Hispanic  
1 % Other (Specify) Misc.

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 82,094 in Lynchburg City; 260,320 in MSA

11. Church Programming—Worship

A. Worship Time

10:00 AM

Average Worship Attendance

Averaging 31.1 YTD in 2020

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B. Frequency of communion celebration: Monthly since 12/2019 -- 12 times per year

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

Liturgy and Worship are planned by the Worship Director. The preaching schedule is planned by the volunteer Preaching Coordinator. Members participate during the services by serving on the Worship Team, by praying, reading Scripture, and operating PowerPoint. Members do all setup before the services and teardown after the services.



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

A variety of traditional and contemporary Liturgies and Creeds are used.

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

A blend of contemporary and acoustic styles of music, featuring updated arrangements of historical hymns and more recent praise songs.

**12. Church Programming—Sunday School**

A. Average attendance in Church School (under 18 years) 3

B. Average attendance in Adult Education (Sunday) 0 - Not currently Held

**13. Church Programming—Organizations/Committee**

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*
Steering Committee	Provide church leadership and direction. (Will disband once Session is in place.)	4	Every 2 - 4 weeks	3
Communications Team	Craft messages for outward focus.	3	~monthly	2
Fellowship Committee	Plan and execute Weekly post service meal and other Fellowship events.	8	As needed	3
Pastor Search Committee	Find A Pastor/Planter.	6	~twice per month	3
Missions Committee	Oversee Missions Giving and Relationships with those we support.	3-4?	Just Forming	2
Benevolence Committee	Meet financial needs that become known to us.	3	As needed	3
Aesthetics and Setup/Teardown Team	Transform leased space into an aesthetically pleasing Worship Center.	6	Weekly	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.



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**Part 2: Financial/Church Campus Information**

1. Current annual budget: \$ 43,228 (2020) Last year's annual budget: \$ 38,253 (2019)  
(Attach a copy of current budget)

2. Percentage of income received toward budget: >100% (\$47,748.82 Tithes & Offerings in 2019)

3. Amount contributed for year 2019 (most recent complete reporting year)

- A. EPC Per Member Asking \$ 0 in 2019 but we have been contributing in 2020.
- B. EPC World Outreach Global Workers \$ \_\_\_\_\_
- C. EPC Special Projects \$ \_\_\_\_\_
- D. Presbytery Per Member Asking \$ 0 in 2019 but we have been contributing in 2020.
- E. Other Missions/Missionaries \$ Members gave to Missions on their own in 2019.  
We have begun contributing as a Church in 2020.

4. Property owned by church

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

No building - We rent space at the Boys & Girls Club of Greater Lynchburg.  
We own our chairs and some audio-visual, musical and sound equipment.

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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6. Compensation: **See Part 6, #2.6 for more information.**

A. The salary range we are prepared to offer:

Position: Pastor/Planter \$ 40,000 per year plus fundraising

Position: \_\_\_\_\_ \$ \_\_\_\_\_

Position: \_\_\_\_\_ \$ \_\_\_\_\_

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

Position: N/A \$ N/A or N/A %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

Position: \_\_\_\_\_ \$ \_\_\_\_\_ or \_\_\_\_\_ %

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

10% Pension (minimum 10% gross effective salary)

yes Medical insurance

yes Life insurance

yes Social Security

Negotiable Travel/mileage

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

New Hope Community Church is a partner church with the No Walls Ministry in Lynchburg. No Walls is a local ministry that helps churches work together across cultures and denominations, fostering cross-church connections through picnics, sports, service opportunities, and other events. No Walls serves our community's needs with an Appliance Ministry, a Car Ministry, and Community Work Teams. New Hope gives money to this organization, promotes their activities and about 1/3 of our people participate in their activities. [www.nowalls.us](http://www.nowalls.us)

16. Describe the strengths of your congregation.

1. We have an established Worship Team and a very capable Worship Director.
2. We have quite a few seasoned laypeople who are active and committed, and have served as ministry leaders and/or church officers in the past.
3. We are multigenerational, slightly multi-ethnic and cross cultural.
4. Our leadership team is energized, organized and able to achieve the goals that have been set.
5. Since we currently rent space in the Boys & Girls Club of Greater Lynchburg, quite a bit of effort is expended to set up an aesthetically pleasing worship area, as well as, a dedicated team working together to tear down each week. This effort has produced community as our people serve using their gifts to get the various jobs done.

17. List specific problems with which your congregation struggles.

1. We have struggled to grow, we believe, due to a lack of pastoral leadership. We have been hesitant to advertise very much due to this fact.
2. We have several under or unemployed people involved who struggle tremendously. Figuring out the best way to help them is always challenging.
3. We have struggled at times with outsider's perceptions about our church.
4. Some of our people lead very busy lives & therefore do not participate very much.
5. We struggle with discipling our people individually.

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

1. In December 2018 our church approved a Blueprint for Organization that we have followed to date.
2. From the beginning we had a goal of ministering in Downtown Lynchburg. We achieved this goal on January 6, 2019.
3. On January 25, 2020, we accomplished the biggest goal that we set so far when we were received as a Mission Church of the Presbytery of the Mid-Atlantic.
4. Our next big goal is to find a Pastor/Planter.



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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 August 14, 2019

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?
  1. We want a man of the Word who is Gospel focused, Missional, a good preacher who can protect the flock.
  2. He should be humble, energetic, self-motivated, hard-working and entrepreneurial.
  3. He should be comfortable with all ethnicities, cultures and races.
  4. He should be able to relate well to any person or audience, a good conversationalist and a gatherer.
  5. He should be a reader and culturally aware.



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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?

7/21/2018 - First Service in a member's home

1/6/2019 - First Service at The Boys and Girls Club of Greater Lynchburg

1/25/2020 - Received as a Mission Church in the Presbytery of The Mid-Atlantic

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 journey to becoming a Mission Church in the EPC has been both interesting and challenging because we had to learn about a new denomination and figure out how to make things happen inside of it. It has also been very challenging because we had no pastoral leadership to guide us. We had to figure out the system and figure out how to work together as a team to accomplish this goal.



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**Part 6: Other Information**

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

Name	Dates of Service
None	
	_____ to _____
	_____ to _____

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

1. The pulpit is currently filled on a week to week basis by seminary trained ministers of the gospel. Most of them are ordained Teaching Elders and a couple are planning to be ordained once the right call is presented.
2. Since we currently rent space in the Boys & Girls Club of Greater Lynchburg, quite a bit of effort is expended each week for set up and teardown. However this has produced community as our people find their niche and get the various jobs done.
3. Every week after our service we have a time of food and fellowship when our people visit and catch up with each other. Our Fellowship Committee does a great job of organizing this each week.
4. Our location is uniquely positioned between the burgeoning new loft and apartment developments going on in Downtown Lynchburg along the James River and the more traditional inner-city neighborhoods a few blocks up from the River. We hope to minister to both of these diverse communities.
5. With the onset of the COVID-19 Pandemic we cancelled our church services for 4 weeks from March 15 – April 5, 2020. When we realized that the shutdown would be ongoing, we began planning for online services settling on the Zoom platform. We like this method since it allows for at least some measure of koinonia even though there are the occasional glitches with this live process. We have been meeting on Zoom since Easter, April 12th with normal attendance levels. We are currently exploring restarting in-person services, possibly outside, until the Boys & Girls Club becomes available to us hopefully in September 2020.
6. The initial funding needed for our Pastor/Planter’s Salary and Benefits will have to come from a combination of sources such as:
  - a. New Hope’s ongoing Tithes and Offerings (\$15,000 per year currently available)
  - b. Using part of our current savings balance at a rate of \$10,000 per year for 3 years, while keeping an appropriate reserve for contingencies.
  - c. PMA CDC Contribution (\$15,000 per year)
  - d. Other EPC Church’s Contributions (Parent, Partner, Patron) (\$ Unknown at present)
  - e. Pastor/Planter’s own fundraising. (\$ Unknown at present)
  - f. We will do everything possible to pay the going rate in our presbytery in consultation with the CDC Church Planting Committee and the Ministerial Committee.

Clerk of Session David E. Simms (Clerk of Steering Committee & Pastor Search Committee) Date 7/28/2020

Search Committee Chair William M. Henderson Date 7/28/2020

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)