

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.

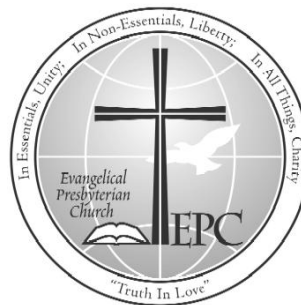
The Church Information Form presents the local congregation’s history, challenges, and goals. It is our hope that this will be of help in facilitating the search process, assisting the church in focusing on future directions, and pastors in gaining some sense of the nature and uniqueness of this congregation.

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Please return the completed document to:

Office of the Stated Clerk
Evangelical Presbyterian Church
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Livonia, MI 48152-7912
Phone: (734) 742-2020 Fax: (734) 742-2033
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November 2009

Church Information Form

Part I: Church Information

1. Name: **Sierra Presbyterian Church**

Address: 175 Ridge Road (P.O. Box 268)
Nevada City CA 95959

Telephone: (530) 265-3291 Fax: (530) 265-3214

E-mail: jeanne@sierrapres.com Web site: www.sierrapres.com

2. Presbytery: Presbytery of the West (future – Presbytery of the Pacific)

Presbytery Ministerial Committee Liaison: Ron Bengelink

3. Search Committee Chairman: Gordon Pipkin

Address: 175 Ridge Road
Nevada City CA 95959

Telephone: (530) 432-1339 E-mail: psc11gordon@gmail.com

4. List all paid staff positions

Senior Pastor (open)	X Full time	<input type="checkbox"/> Part time
Acting Interim Pastor /Assoc Pastor	X Full time	<input type="checkbox"/> Part time
Assistant Pastor		X Part time
Administrator	X Full time	<input type="checkbox"/> Part time
Membership Director	X Full time	<input type="checkbox"/> Part time
Communications Director	X Full time	<input type="checkbox"/> Part time
Facilities Manager/Tech-audio (open)	X Full time	<input type="checkbox"/> Part time
Receptionist/Secretary	X Full time	<input type="checkbox"/> Part time
Children's Ministries Director	X Full time	<input type="checkbox"/> Part time
Youth Director	X Full time	
Bookkeeper		X Part time
Custodian		X Part time
3 teachers (Sonshine Preschool)		X Part time

Position Available: Senior Pastor

Date of Vacancy: July 2010

5. Membership (please state approximate numbers and percentages)

	<u>Five years ago</u>	<u>Currently</u>
a. Number of church members	535	438
b. Number of family units	318	278
c. Worship attendance	459	330

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Church Information – continued

d. Profile of church members

(1) Age:

24 0-11 25 2-18 9 19-24 16 25-34 34 35-49
100 50-64 279 65+

(2) Occupation:

18.5% Business 18% Professional 0.5% Trades 2.5% Stay-at-home parent
0.5% Agriculture 60% Retired % Other (Specify:)

(3) Educational level of adults

0% some high school 5% high school 20% college 75% grad. school

(4) Percentage of members belonging to the congregation:

Less than one year 3%
5 years or less 26%
6-10 years 19%
10 years or more 52%

(5) Racial/Ethnic composition of congregation

<1% Asian <1% Hispanic <1% African American 99% Caucasian
0% Other (Specify:)

6. Worship

a.	Time	Average Attendance
	9:00 AM	170
	10:30 AM	161

b. Frequency of communion celebration: 15 per year.

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Church Information – continued

- c. How are members involved in planning and participation in the liturgy/worship?
- planning the worship through the Sierra Worship Arts Team
 - participation in worship through: choir, readers, bell choir, soloists, praise band, worship leaders, lay preachers
- d. Style of liturgy used in your worship (e.g., traditional, contemporary, variety):
- No printed liturgy
- 9:00 AM – the traditional service has liturgical elements ie. Prayer of Confession, reciting the creeds.
- 10:30 AM--is considered a contemporary service.
- e. Type of music used in worship (e.g., traditional, contemporary, variety)
- 9:00 AM--90% from The Hymnal For Worship and Celebration
- 10:30 AM—primarily contemporary music with an occasional hymn

7. Church/Sunday School

- a. Average attendance in Church School (under 18 years) 30
- b. Average attendance in Adult Education (Sunday) 40

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

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

Approximate population of community 82,470, including several unincorporated areas

Racial/Ethnic composition of community:

7% Asian 6% Hispanic 2% African American 78% Caucasian

7% Other (Specify: Native American)

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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	Governing body	12	monthly	2
Deacons/PIPs	Congregational care	14/28	monthly	3
Staff meetings	Pray for congregation; discuss, plan, coordinate church events	10	weekly	1
Worship Team	Oversee worship experiences	7	monthly	2
Children's Ministry Team	Plan Sunday, Parents' Time Out, VBS, and other children's programs, and direct Sonshine Preschool.	7	monthly	3
Youth Team	Plan Sunday and Wednesday programs	4	monthly	3
Adult Spiritual Development	Encourage spiritual growth and provide opportunities	5	monthly	3
Prayer Administration Team	Pray for the needs of the church & individuals	7	monthly	2
Stephen Ministry	Provide lay counseling for members & community	10	twice monthly	3
Small Group Task Force	Coordinate and support small groups	7	monthly	2
Mission Team (Global)	Support and promote foreign missionaries	11	monthly	3
Mission Team (Local)	Support local missions	8	quarterly	3
Outreach Team	On-campus activities for un-churched & encourage member participation in local missions	6	2-3 times monthly	3
Finance Committee	Prepare budget and review expenditures	5	monthly	2
Properties Committee	Oversee maintenance & operations	10	monthly	3
Nominating Committee	Nominate candidates for elected office	7	twice monthly for 6 months	3
Personnel Committee	Personnel matters	2	as needed	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 take primary initiative and responsibility.

Church Information Form

Part II: Building/Financial Information

1. Current annual budget: \$807,976	Last year's annual budget: \$751,640
Personnel	\$ 552,393
Properties	\$ 72,060
Administration	\$ 79,827
Worship/Tech	\$ 9,280
Teaching & Equipping Children/Youth	\$ 25,929
Teaching & Equipping Adults	\$ 6,000
Caring Ministry	\$ 8,325
Outreach Ministry	\$ 2,500
Prayer Ministry	\$ 750
Missions	\$ 50,912

Sierra Presbyterian Church is debt free.

2. Percentage of income received toward budget: 96%

3. Amount contributed for (last complete reporting year 2010):

a. EPC per member contribution:	\$4.56
b. EPC World Outreach Missionaries:	\$0
c. EPC Benevolence Askings	\$0
d. Presbytery giving	\$1.60
e. Other Missions/Missionaries	\$85,230

4. Property owned by church:

a. Describe buildings and property (other than manse)

Ryosa Hall (the original sanctuary) was built in 1975 and is now the fellowship hall with an adjacent kitchen and seating for 150. This building also houses the offices of staff, two bathrooms, and a library. Renner Hall next to Ryosa was built in 1980 and houses Sonshine Preschool and Sunday classrooms for kindergarten and younger. The main Sanctuary was built in 1989 and is used for about 400 people for worship services. Newly installed chairs, replacing the old pews, allow for re-arranging to create table space for meals, health fairs, harvest fair, etc. In the back of the Sanctuary is a choir room. The lower floor has a fellowship area for about 75. There is a small kitchen and four classrooms and two offices. Total church square footage is approximately 24,881 square feet. Hatcher Hall is a separate building (added in 2000).

Church Information Form

Part II: Building/Financial Information - continued.

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

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

Check 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.	X 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	X 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	X 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	X 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	X 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	X 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
4. gladly welcomes visitors and new members.	<input type="checkbox"/> 1	X 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	X 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

Church Information Form

Church Characteristics - continued

- | | | | | | | | | |
|--|----------------------------|----------------------------|----------------------------|----------------------------|-----|----------------------------|----------------------------|----------------------------|
| 5. is involved in local evangelistic ministries. | <input type="checkbox"/> 1 | <input type="checkbox"/> 2 | X 3 | <input type="checkbox"/> 4 | X 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 | X 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 7. has a spirit of unity. | <input type="checkbox"/> 1 | X 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 8. cares about each other. | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 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 | X 3 | <input type="checkbox"/> 4 | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 10. ministers well to members who are hurting. | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 11. uses members' gifts in its worship. | <input type="checkbox"/> 1 | X 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 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 | X 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 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 | X 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |
| 14. is spiritually alive. | <input type="checkbox"/> 1 | X 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 | X 1 | <input type="checkbox"/> 2 | <input type="checkbox"/> 3 | <input type="checkbox"/> 4 |

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

The church and its members contribute time and/or money in service to the following organizations:

Interfaith Food Ministries	Christian Encounter Ministry
Women's Bible Study	Wolf Mountain Camp
Pray Nevada County	Emergency Assistance Coalition
Good Friday Community Service	Sierra Ministries International
Praisercise (women's exercise)	Hospice of the Foothills
Hospitality House (homeless shelter)	Hospital Chaplaincy Program
LivingWell Medical Clinic	Booth Family Center
Sierra Bible Study	Kare Crisis Center
Compassion International	

16. Describe the strengths of your congregation:

Based on the results from the 258 surveys returned by our congregation, we see ourselves as:

- Friendly
- Biblically oriented
- Focused on prayer

Church Information Form

Church Characteristics - continued

17. List specific problems with which your congregation struggles:

The need most often stated by our congregation was to grow the church through the recruitment of younger members and families. To this end we desire to reach out to the unchurched in the community using an evangelistic program designed not only to win souls for Christ, but to disciple them in their new faith and to assist them in their quest for spiritual maturity.

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

- To pursue God wholeheartedly in all we do
- To help people discover how their lives and the life of Jesus intersect
- To awaken and sharpen our God-given potential to serve others boldly
- To partner with families to raise children and youth to be life-long followers of Jesus
- To be a welcoming community where relationships reflect the character of Jesus
- To be intentional about reaching out to 20-50 year olds
- To practice evangelism in the community to bring people to Christ

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 Date: March 8, 2011 No

Mission Statement:

The Mission of Sierra Presbyterian Church is to make disciples of Jesus Christ through Trusting in Him, Growing Together, Serving one another and the world and Sharing the Gospel with those around us through biblically based teaching.

Vision Statement (adopted April 12, 2011):

Our VISION is to develop fully devoted followers of Jesus Christ by trusting in Christ; growing together through effective Biblical teaching and participation in small groups, return into our community and the world to share the gospel with those who are far away from God and bring them into His family. We believe that in order to accomplish our Vision and fulfill our Mission we are to:

- Pursue God wholeheartedly in all we do;
- Help people discover how their lives and the lift of Jesus intersect;
- Awaken and sharpen our God-given potential to serve others boldly;
- Partner with families to raise children to be lifelong followers of Jesus.

Church Information Form

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

1, 3, 5, 10, 13, 15, 23, 28, 35, 38, 41, 42

Comments:

The twelve items listed above are the result of a survey of the congregation. The Session strongly supports adding #19, "is an effective teacher".

Church Information Form

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. Church Growth. Our congregation was established in 1968 under the leadership of Rev. Robert Meyer with 100 members. Prior to that, the Holy Spirit was moving in the hearts of many who desired a Presbyterian Church in our area. Various locations were used prior to the purchase of our present site in 1977. The building of Ryosa Hall was done by faithful and hard-working members and was dedicated in 1981. In 1985, Renner Hall was built to provide classrooms for Sunday School and Youth ministries. The continuation of the preaching of the gospel of Jesus Christ was undertaken by Rev. Dr. Bruce Heiple from 1982-2002. The main sanctuary was dedicated in 1989 and Hatcher Hall (designed for the Youth) in 2003. As the Lord blessed us in all areas of church ministry, the membership grew to 600. The Sunday School, Youth programs, Women's Ministry, Local Missions and Outreach, Global Missions, Small Group Ministry, Stephen Ministry, Prayer Ministry, Sierra Christian School (1991-2008) and Sonshine Pre-School are some of the ministries that flourished because of the faithfulness of Christ followers.
2. During the Interim period, under the leadership of Rev. Toby Nelson, the church went through a "Sabbath Season of Rest," which resulted in the suspension of all programs with the exception of Sunday worship.
3. Rev. Scott Dickson was our Pastor from 2004-2010. He was instrumental in obtaining the dismissal of our church from the PC(USA) with our property and transitioning to the EPC in 2010.

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

1. It has been discouraging to see the continual decline in membership since 2001, especially the youth and young families.
2. The departure of the Senior Pastor.

Part VI: Other Information

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

<u>Name</u>	<u>Dates of Service</u>
Scott Dickson	2004 to 2010
Bruce Heiple	1982 to 2002
Robert Meyer	1968 to 1981

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

1)

Church Information Form

Part VI: Other Information – continued.

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:

5. a) A minimum of six years experience in pastoral ministry is required.

b) The finalists will be screened by Link Care in Fresno, CA at SPC expense.

Clerk of Session

Chairman, Search Committee