

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 pastor and the congregation, this is an opportunity for self-study and evaluation of current ministry and goals. This calls for honesty, effort, and open communication.

This Church Information Form (CIF) presents the local congregation’s history, challenges, and goals. It is our hope that this will help facilitate the search process by assisting both the church in focusing on future directions and applicants in gaining some sense of the nature and uniqueness of this congregation.

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

Guidance for church-based human resources questions such as background checks, personnel policy manuals, and more is available at the Office of the General Assembly by contacting Marti Ratcliff at marti.ratcliff@epc.org or 407-930-4263.

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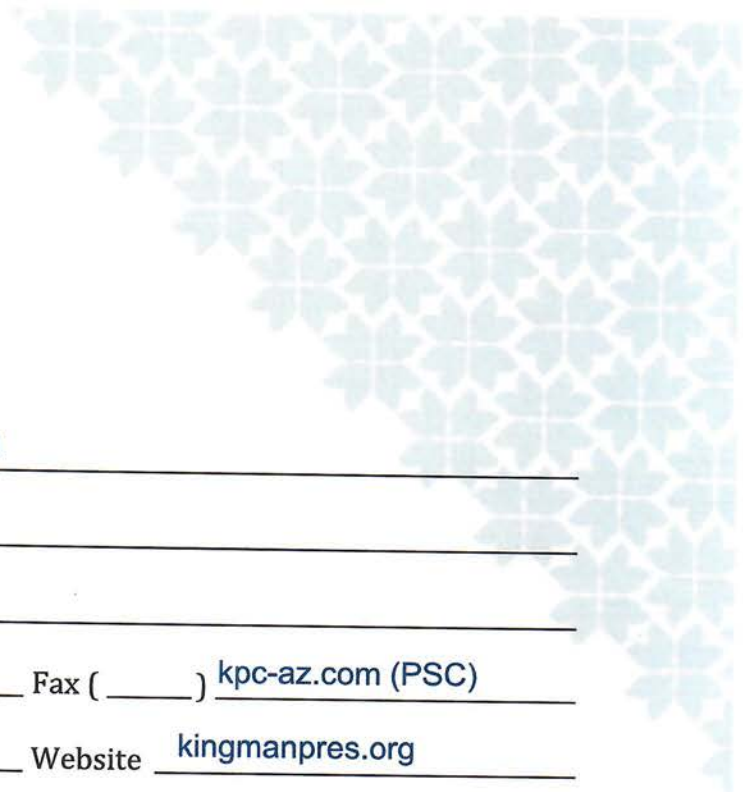
Part 1: Church Information	Part 4: Leadership Expectations
Part 2: Financial/Church Campus Information	Part 5: Church History
Part 3: Church Characteristics	Part 6: Other Information

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





Part 1: Church Information

1. Church Name Kingman Presbyterian Church
 Address 2425 Detroit Ave.
Kingman Az 86401
 Telephone (928) 753-5858 Fax (_____) kpc-az.com (PSC)
 E-mail kpcazoffice@gmail.org Website kingmanpres.org

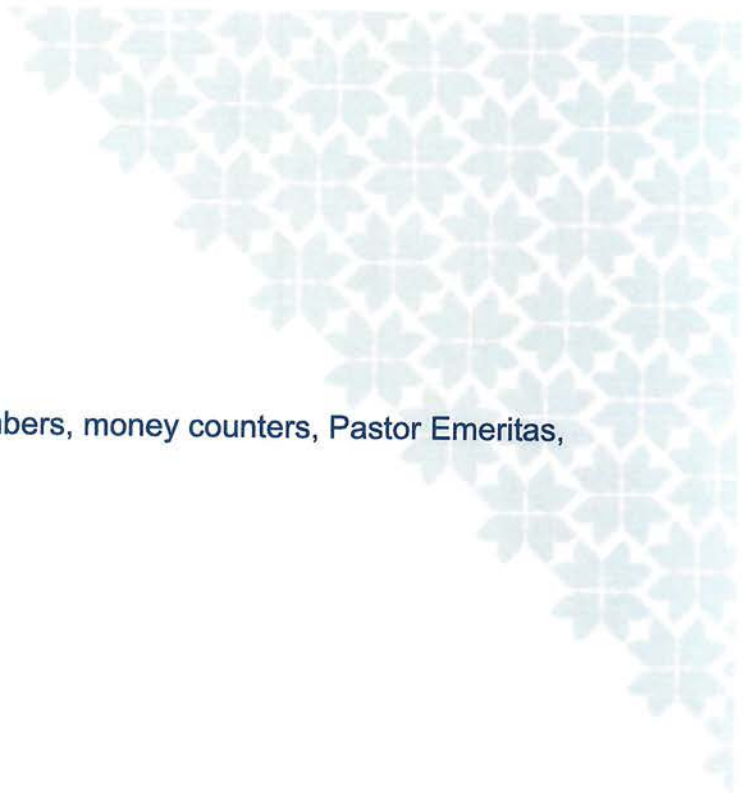
2. Presbytery Pacific Southwest
 Presbytery Ministerial Committee Liaison Scott Larson

3. Search Committee Chairman Miles Willard
 Address _____

 E-mail g43willard@yahoo.com
 Telephone (928) 716-4053

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

<u>Pastor</u>	<input checked="" type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u>Administrative Assistant</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Building Maintenance</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Custodian</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Piano/Choir Director</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Temporary Pulpit Personnel</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>2 persons Under Care</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



5. List all key volunteer positions

Elders, deacons, treasurer, committee members, money counters, Pastor Emeritas,
Bible study leaders

6. List all vacant positions

Position Available Pastor Date of Vacancy 12/28/2025

Position Available _____ Date of Vacancy _____

Position Available _____ Date of Vacancy _____

7. Membership (state approximate numbers and percentages)

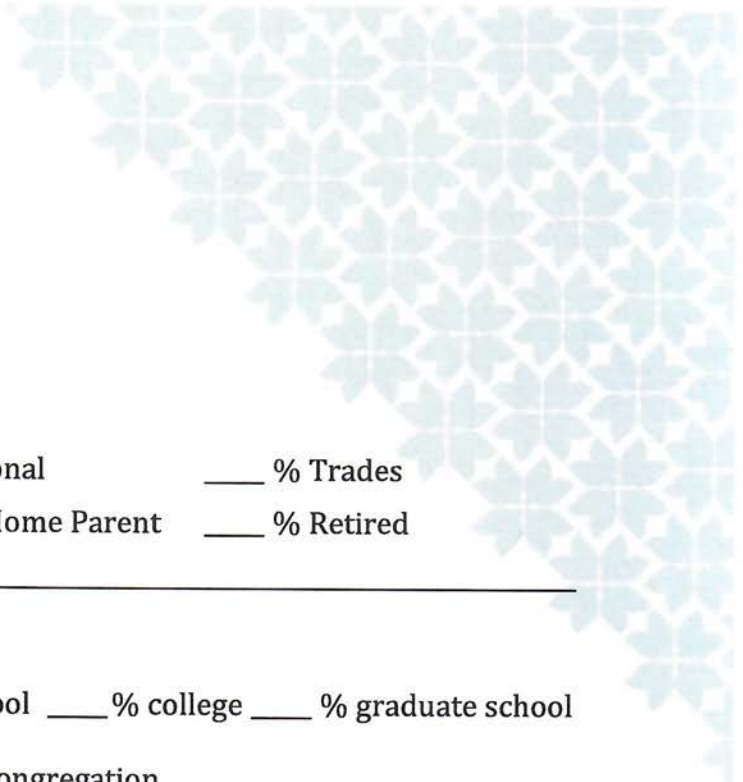
	Five years ago	Currently
A. Number of church members	<u>126</u>	<u>90</u>
B. Number of family units	<u>75</u>	<u>60</u>
C. Worship attendance	<u>100</u>	<u>80</u>

8. Community Growth Increasing Static Declining

9. 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 _____ %

10. 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) _____

11. 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: 36,000



12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
9:00am	20	Adult Sunday Scho
10:30am	80	Worship Service
10:30am	7	Sunday School

B. Frequency of communion celebration: 12 per year

C. How are members involved in planning and participation in the liturgy/worship?
 The Worship Committee: general set up for service. The Greet Team welcomes people as they arrive/gives welcome bag. Ushers hand out bulletins/pass the offering plates. Audio/Visual run the sound/slides. The Music Director organizes the Music and Choir. The Elders serve communion. (Ps. 22:27, 29:2, 66:4, 96:9; Mtt. 14:33; Jn. 4:23-24; Rom. 12:1-2; 1 Cor. 14:40)

D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)
 We use traditional (Bible based) liturgy and prayers. (Mtt. 7:9; Titus 1:9, 2:1)

E. Type of music used in worship (e.g., traditional, contemporary, variety)
 We use traditional (doctrinally sound), orderly music from a hymnal lead by the choir and music director. Accompanied by piano. (Ps. 50:23)

13. Ministry Programs

- A. Average attendance in Church School (under 18 years): 7
- B. Average attendance in Adult Education (Sunday): 20
- C. Average involvement in Small Groups: 60

14. Organizational Structure

List major boards, committees, and organizations that are part of your church and frequency of meetings (monthly, weekly, etc.)

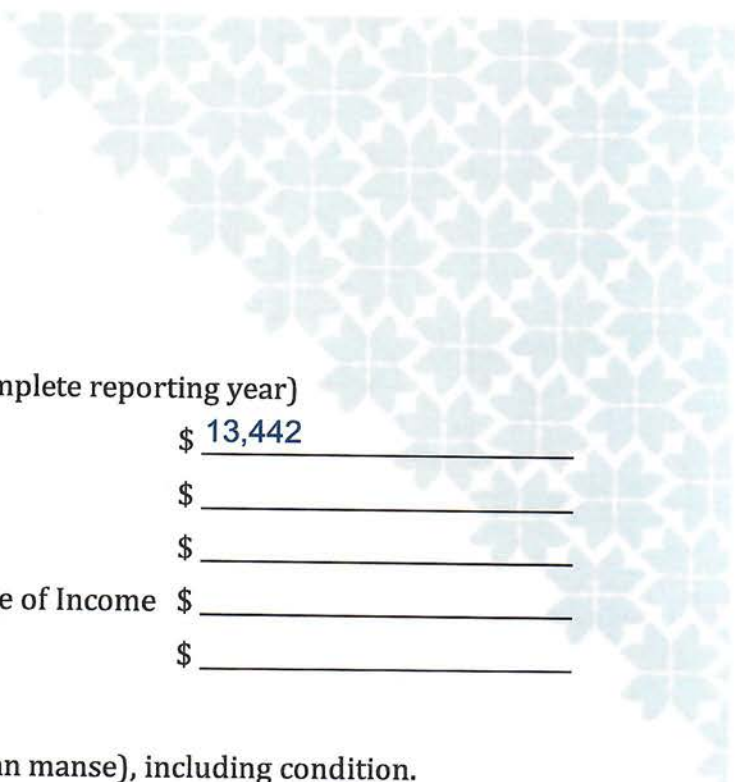
Name	Purpose of Group	Number of members	Frequency of meetings	Leadership Role*
The Session	Guidance/protection	6	Monthly	2
Deacons	Practical care	4	Quarterly	2
Finance Committee	Church finances	6	Monthly	2
Building Maintenance Comm	Maintenance	6	Quarterly	3
Worship Committee	Planning services	6	Quarterly	2
Local Global Outreach Com	Evangelism/outreach	6	Quarterly	3
Christian Education Comm	Bible training	6	Bi-month	3
Kingman Pres Women	Womens Fellowship	25	8 per year	3
Fellowship Committee	snacks/buffet/decor	6	Monthly	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.
4. A staff person takes primary initiative and responsibility.

Part 2: Financial/Church Campus Information

1. Current annual budget: \$ 196,632 Last year's annual budget: \$ 220,000
(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 Percentage of Income \$ 13,442
- B. EPC World Outreach Global Workers \$ _____
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking/Percentage of Income \$ _____
- E. Other Missions/Missionaries \$ _____

4. Property owned by church

A. Describe buildings and property (other than manse), including condition.

Church building, including: sanctuary, foyer, fellowship hall, kitchen, bathrooms, library, offices and storage spaces; storage/resource building; out-buildings. New HVAC and sewer system in 2025. These needs were financially covered by church investments/giving. All buildings are well kept up and clean. Continually work on improving organization of records and resources to be the best stewards possible of God's provision for this local Body of Christ.

B. Are your buildings adequate for your present program? Yes No
If no, please explain:

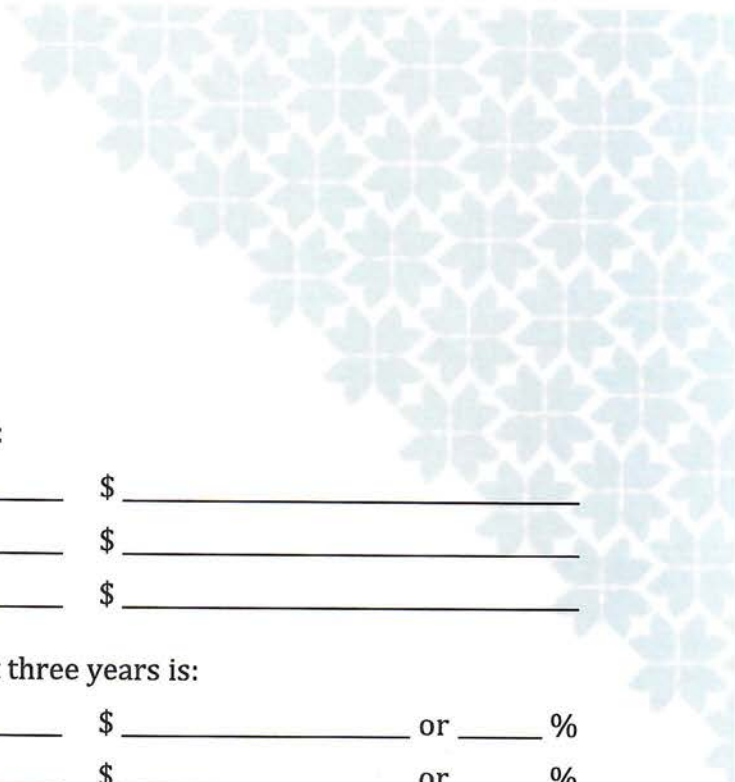
C. Is a building program or capital project projected? Yes No
If yes, describe what, when, and projected cost

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 _____



5. Compensation:

A. The salary range we are prepared to offer:

Position: Pastor \$ _____
 Position: _____ \$ _____
 Position: _____ \$ _____

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

Position: Pastor \$ _____ or _____ %
 Position: _____ \$ _____ or _____ %
 Position: _____ \$ _____ or _____ %
 Position: _____ \$ _____ or _____ %

C. Housing

- Housing Allowance
 Manse Only
 Either of the Above

D. Benefits and expenses

yes _____ Retirement Plan (minimum 10% gross effective salary)
yes _____ Medical insurance (EPC medical coverage required for full-time TEs)
no _____ Life insurance
as required Social Security
yes _____ Travel/mileage
no _____ Book allowance
yes _____ Study leave allowance (minimum 2 weeks)
yes _____ Annual vacation days (minimum 4 weeks)
2 _____ Number of worship services per year for which pastor is provided relief
 (in addition to vacation and study leave)
N/A _____ Sabbatical frequency and length _____
yes _____ Other (Specify: Cell Phone)

- E. The church participates in the EPC's medical benefits plan Yes No
 F. The church participates in the EPC's retirement plan Yes No

Part 3: Church Characteristics

Check the box that most closely describes the current characteristics of the congregation.

Our congregation...	Agree		Disagree	
1. Is spiritually vibrant	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2. Demonstrates love for the pastor and his/her family	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
3. 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
4. Places a high priority on sound biblical preaching	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
5. Effectively integrates newcomers	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
6. Is engaged in evangelism	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4
7. 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
8. Has a spirit of unity	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4
9. Cares about each other	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Is supportive of the Session and pastoral leadership	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input checked="" type="checkbox"/> 3	<input type="checkbox"/> 4
11. Ministers well to members that are hurting	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Uses members' gifts in worship	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
13. Contains people willing and able to lead the congregation	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
14. Is capable of change when and where appropriate	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
15. Is connected to and prayerful about what God is doing in the global church	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4

16. How are elders and deacons initially trained and equipped for ministry?

(for questions 1-15: As sanctification and reformation are ongoing; a #1 is what we are always striving for, but never yet attaining)
Through the interviewing process the Elders & Deacons beliefs and spiritual maturity are tested (Titus 1:5-9; 1 Tim. 3:1-13). Once they are ordained, they continue as a group to be in the Word and Prayer as they proceed with the duties of the offices. The Session provides guidance for the Deacons. The Elders provide Biblical guidance for one another.

17. What is the Session's current practice regarding the ongoing discipleship of elders and deacons?

The Session prays and shares the Word together. They look to the Bible for guidance and final say on all matters. (2 Tim. 3:16-17; 2 Thes. 1:11-12; 1 Kings 3:7-9)

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

A prayer group with other local pastors. (Col. 1:3-14)

We are involved in local and global evangelism and continue to seek new opportunities for Gospel outreach: Evangelism is the message and Outreach is the method (Mtt. 28:18-20)

19. Describe the strengths of your congregation.

We desire to be built as a church on strong theological and doctrinal teaching. Many members faithfully participate in weekly Bible studies. (Col. 2:6-7; 2 Tim. 3:16-17)

We are a very welcoming church. Our church motto is: A Place to Call Home. (1 Jn. 3:11; Jn. 15:12, 17; 1 Thes. 4:9)

As a Christ-centered, local body of believers, our worship of God is joyfully and reverently expressed through: prayer, expository teaching (mainly), doctrinally sound songs lead by a choir, Biblical discipleship, local and global evangelism and good stewardship of God's provision.

20. List specific problems with which your congregation struggles.

We struggle with disunity around certain doctrinal differences which have settled into the church as cultural traditions of man. These have been allowed for many years and change can be difficult. This is being graciously and Biblically addressed and continually kept in prayer. (Ps. 133:1; Eph. 4:1-16; 1 Pet. 3:8; Rom. 12:9-13)

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

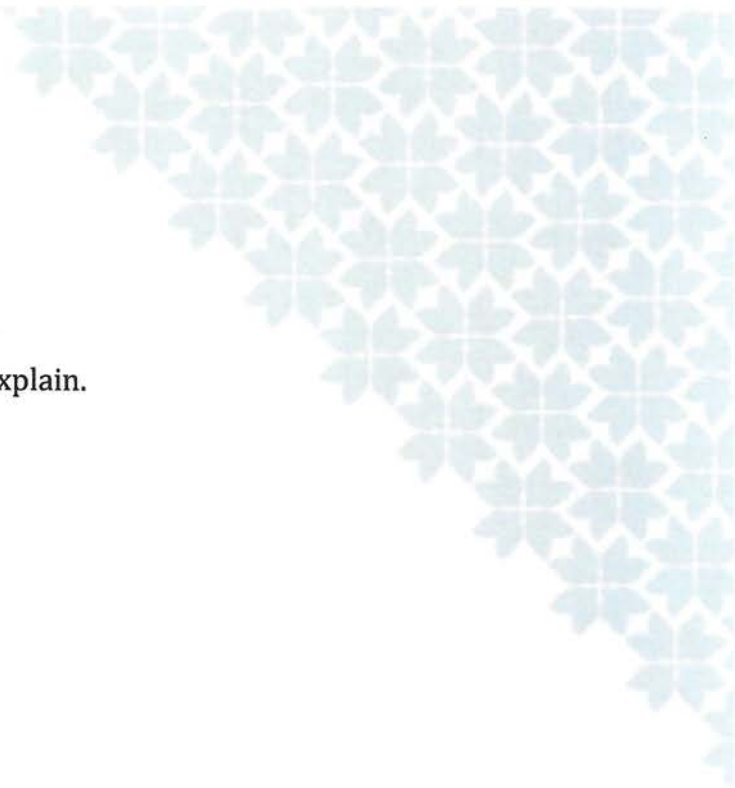
Although the congregation has not officially set goals; our endeavor for increasing knowledge and application of the Word through our Worship Services and Bible Studies reflects how important this is to the church as a whole. (Mtt. 28:18-20; 2 Tim. 3:16-17)

22. Has there ever been disciplinary action taken against a pastor of your congregation?

Yes No

23. Has there ever been any disciplinary action against an elder or deacon of your congregation?

Yes No



If you answered “Yes” to either 22 or 23, please explain.

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

Yes No

If yes, Date completed _____

If yes, enter each statement or strategic plan (or attach copies if space below is limited).

Part 4: Leadership Expectations

1. What are some key character strengths a person should bring to this position?

The pastoral candidate would ideally be ordained in the Evangelical Presbyterian Church (EPC) or be eligible and willing to be ordained into the EPC. The EPC holds the Scriptures as the final authority in all matters and the Westminster Confession of Faith as the commentary that best expresses its understanding of the Bible. We are seeking a pastor who meets the Scriptural guidelines laid out in 1 Timothy, Titus, etc. This includes being a loving shepherd, faithfully and clearly communicating God's Word, one who continually lives out his faith as an example to others, graciously and unshakably upholds the truth of the Word and Biblically disciplines the flock, as well as, reaches out to the community with the gospel. Experience in both ministerial and administrative responsibilities would be needed.

2. What are five key gifts/skills/abilities a person should bring to this position?

1. A loving shepherd. (Eph. 4:11-13)
2. He faithfully and clearly communicates God's Word; graciously and unshakably upholds the truth of the Word and Biblically disciplines the flock. (Eph. 4:15; Prov. 30: 5-6; 2 Tim. 3:16-17; Mtt. 18)
3. He would continually live out his faith as an example to others. (Phil. 3: 17)
4. He would reach out to the community with the gospel. (Mtt. 28:18-20; Col. 4: 5-6)
5. He would ideally have experience in both ministerial and administrative responsibilities.

3. What are the primary pastoral duties for the position? (Attach a position description)

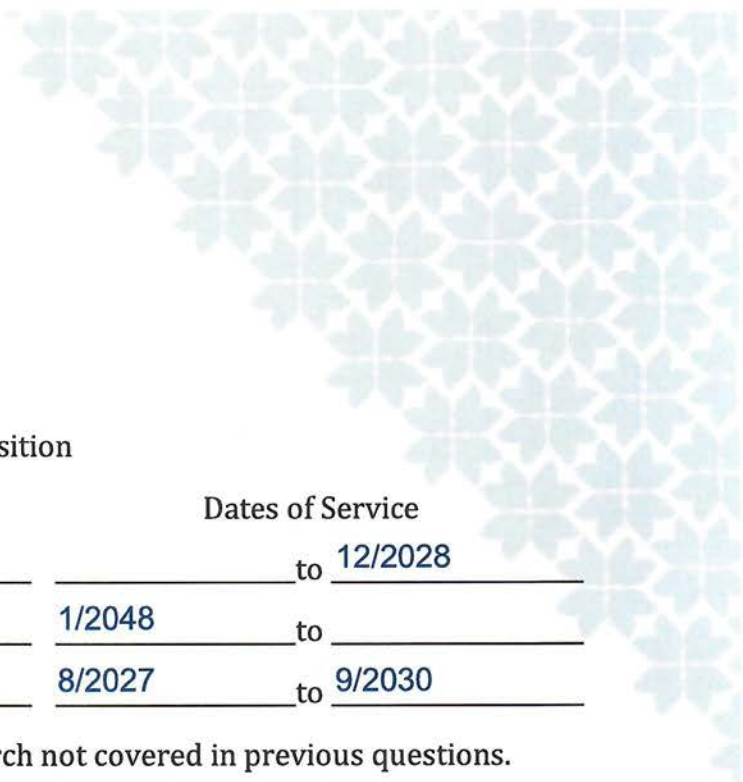
Preaching, teaching, discipline, counsel, biblical guidance for the church body as a whole and each of its parts. (1 Tim. 3:1-7; Titus 1:5-9; Mtt. 18; 2 Tim. 3:16-17; Mtt. 28:18-20)

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?

The generational shift of this church has brought new life and zeal for the things of God.



Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service	
Joe Tolin	to	12/2028
George Carey	1/2048	to
A. W. Grif Vautier	8/2027	to 9/2030

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

Part 2: Financial/Church Campus Information Question 3: this number is a total
 Part 3: Church Characteristics Questions 1-15: As sanctification and reformation are ongoing; a #1 is what we are always striving for, but never yet attaining
 Website for Pastoral Search: kpc-az.org

Statement of Acknowledgment

The EPC believes that honesty and a commitment to open communication are critical to building the body of Christ. In that spirit, please confirm your agreement to the following statements by your signatures below.

1. We attest that the information contained in this Church Information Form is true and complete to the best of our knowledge.
2. We authorize applicants for the position(s) listed herein to make inquiries regarding all statements contained in this Church Information Form.
3. We authorize the Office of the Stated Clerk to circulate, distribute, and otherwise share this Church Information Form with potential candidates for the position(s) listed herein.
4. We acknowledge the Medical Plan and Retirement Plan services offered by the EPC's Benefit Resources, Inc., exist to serve EPC churches and their staff members. We also acknowledge the EPC's Book of Order requirement that EPC churches provide medical insurance to ordained staff members through BRI as mandated by the following Acts of the General Assembly:
 - 81-04 Terms of call for any minister of member churches shall provide for participation in the denominational hospitalization and disabilities programs. *(Minutes of the 1st General Assembly, 1-32)*
 - 81-06 The denominational group insurance plan providing health, disability, and life coverage shall be mandatory for all ministers within member churches. *(Minutes of the 1st General Assembly, 1-36)*
 - 88-08 Assembly amends participatory requirements for group health insurance plan by requiring participation of all ministers on the rolls of presbyteries with the exception of:
 1. Missionaries laboring in cooperative agreements with mission agencies;
 2. Ministers laboring in institutional agencies providing their own group insurance plan;
 3. Ministers afforded group insurance coverage as part of retirement benefits from a previous employer;
 4. Ministers without call, and ministers laboring less than 20 hours in a place of ministry. *(Minutes of the 8th General Assembly, 8-24)*

For information about EPC benefits through BRI, see www.epconnect.org/benefits, email benefits@epc.org, or call 407-930-4267.

Clerk of Session Miles Willard Date 3-18-26
 Search Committee Chair Miles Willard Date 3-18-26