



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 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.epc.org/mso. For more information or to send your posting, email info@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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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 First Presbyterian Church HanfordAddress 415 N. RedingtonHanford CA 93230Telephone (559) 582-0283 Fax (559) 582-3356E-mail office@fpchanford.org Website www.fpchanford.org2. Presbytery Prebytery of the Pacific SouthwestPresbytery Ministerial Committee Liaison Lana Roberts3. Search Committee Chairman Chuck Kinney / Jaime ChristophAddress 415 N Redington St Hanford CA 93230E-mail chucksmustang@hotmail.com / jaime.christoph@gmail.comTelephone (559) 707-9699 / 850-776-5234

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>Children Ministry Director</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Youth Ministry Director</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Office Manager</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Bookkeeper</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>Nursery/Childcare Coordinator</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u>Organist (contracted weekly)</u>	<input type="checkbox"/> Full time	<input checked="" type="checkbox"/> Part time
<u></u>	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time
<u></u>	<input type="checkbox"/> Full time	<input type="checkbox"/> Part time

**EPC***A Global Movement of Evangelical Presbyterian Churches***CHURCH INFORMATION FORM****5. List all key volunteer positions**

Session

Deacons

Finance Committee, Investment Committee

Worship Committee

Church Growth/Connection Committee, Buildings and Grounds Committee

Missions Committee

Children and Youth Ministry

Adult Small Group

Midweek meal

Coffee hour fellowship

Vacation Bible School: director, center leaders, group leaders

Choir

Praise Team

Ushers and Greeters

Media and Sound

Nursery

Board of Trustees

6. List all vacant positionsPosition Available Pastor Date of Vacancy Nov 2024

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>116</u>	<u>75</u>
B. Number of family units	<u>85</u>	<u>51</u>
C. Worship attendance	<u>125</u>	<u>88</u>

8. Community Growth ☒ Increasing ☐ Static ☐ Declining**9. Profile of church members**

A. Age:

 % 0-11 3 % 12-18 5 % 19-24 4 % 25-34

8 % 35-49 16 % 50-64 55 % 65+

**EPC***A Global Movement of Evangelical Presbyterian Churches***CHURCH INFORMATION FORM****B. Occupation:**

5 % Business 15 % Professional 9 % Trades
5 % Agriculture 6 % Stay-at-Home Parent 52 % Retired
8 % Other (Please Specify) military

C. Educational level of adults

3 % some high school 12 % high school 65 % college 20 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 8 %
5 years or less 24 %
6-10 years 20 %
10 years or more 48 %

10. Racial/Ethnic composition of:**A. Congregation**

2 % African-American 3 % Asian 90 % Caucasian 5 % Hispanic
 % Other (Specify)

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

5 % African-American 5 % Asian 38 % Caucasian 50 % Hispanic
2 % 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: 60,205



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12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
<u>10:00am</u>	<u>75-90</u>	<u>praise/traditional</u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>
<u> </u>	<u> </u>	<u> </u>

B. Frequency of communion celebration: 12-14 per year

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

Usher/Greeters, Elder of the Day (announcements, call to worship, etc), Worship Committee, Media/Sound, communion set up and serving, choir and praise team

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

Blend of traditional and contemporary elements

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

Blend of traditional and contemporary music

13. Ministry Programs

A. Average attendance in Church School (under 18 years):	<u>28</u>
B. Average attendance in Adult Education (Sunday):	<u>not currently offered</u>
C. Average involvement in Small Groups:	<u>10-15</u>

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*
Session	Governing and leadership of the church	9	monthly	1
Deacons	care of congregation and community outreach	9	monthly	2
Finance Committee	manages the finances and budget	7	monthly	3
Personnel Committee	oversees staffing	3	as needed	2
Worship Committee	organizes and leads worship, to include special services	7	monthly	3
Buildings and Grounds	facility maintenance and projects	6	monthly	3
Church Growth/Connection	internal and external community enhancement	4	monthly	3
Missions Committee	support and distribution of funds for missionaries and programs	5	monthly	3
Investments Committee	oversees investment accounts	9	quarterly	3
Community Enhancement Committee	interviews and designates funds from the community enhancement fund	5	4-6/year	3
Christian Education Comm.	support child, youth and adult education	7	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: \$ 345,632.43 Last year's annual budget: \$ 326,372
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %



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

- A. EPC Percentage of Income \$ 2,279
- B. EPC World Outreach Global Workers \$ _____
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking/Percentage of Income \$ 1,139
- E. Other Missions/Missionaries \$ 12,000

4. Property owned by church

- A. Describe buildings and property (other than manse), including condition. Sanctuary with balcony, library off of sanctuary; Fellowship Hall with full kitchen and meeting room able to be separated; Education wing with 6 rooms and 2 storage closets; 2 rooms for nursery/toddler area and outside play area; separate office building with 5 office rooms, conference room, reception area, large open gathering/copy room, 2 bathrooms; FPC outreach building consisting of one large and one small room with 2 bathrooms. All properties are owned by FPC and in good condition.
- 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 Office building

**EPC***A Global Movement of Evangelical Presbyterian Churches***CHURCH INFORMATION FORM****5. Compensation:**

- A. The salary range we are prepared to offer: 62,000 - 70,000
Position: Pastor \$ (salary + housing allowance)
Position: _____ \$ _____
Position: _____ \$ _____
- B. The average annual increase over the past three years is:
Position: Pastor \$ _____ or 3 %
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)
100% Medical insurance (EPC medical coverage required for full-time TEs)
Yes Life insurance
Yes Social Security
Yes Travel/mileage
Yes 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)
_____ Sabbatical frequency and length _____
\$85,000 Other (Specify: Available as down payment loan from FPC plus relocation expenses)
- 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 checked="" type="checkbox"/> 1	<input 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 checked="" type="checkbox"/> 1	<input 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 checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
8. Has a spirit of unity	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
9. Cares about each other	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Is supportive of the Session and pastoral leadership	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
11. Ministers well to members that are hurting	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. Uses members' gifts in worship	<input checked="" type="checkbox"/> 1	<input 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 checked="" type="checkbox"/> 1	<input 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?

Elders and Deacons are not initially trained prior to ordination but, receive on the job training and mentorship. Within the first year of service Elders and Deacons go through the EPC leadership book. It is a desire for the new pastor to work with leadership to grow the training of elders and deacons.



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

The pastor opens session meetings with a devotional and there is an annual Session and Deacon mini retreat to discuss the goals of the church for the coming year. We are looking for a pastor to help develop the ongoing discipleship of elders and deacons within our church.

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

- Christian Leaders of Kings County monthly luncheon
- Emmaus retreats
- Mission Connection lunch
- Community Outreach Serve Day
- Kings Gospel Mission
- Crossroads Pregnancy Center
- Community Bible Study
- Laundry Love
- Soup Kitchen
- Shower Ministry
- Operation Shoebox
- Refuge Armona
- Compassion International

19. Describe the strengths of your congregation.

- Come to each other's aid in times of need
- Welcoming of newcomers/visitors
- Christian Education and Biblical teaching is a priority
- Commitment to Scriptural authority in life and faith
- We are a close family that cares for one another
- Supportive of our military families
- Congregation invited Mike Griffin to facilitate a walk through of the Refocus Seminar. With great participation we are working towards establishing a Vision Team to help us to move forward as a church.



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20. List specific problems with which your congregation struggles.

- Volunteers - a small group of people willing to lead the activities but there are a lot willing to help facilitate the activities.
- Aging congregation
- Military transitions and moves making a portion of congregation transient
- Discipleship and evangelism

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

- Greater Biblical literacy to congregation
- Help those in our community who are under-resourced
- Encourage multi-generational interaction
- Live as the family of God, making Sunday a fuller, more worshipful experience
- Energize and revitalize our church and the prayer life of its members

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



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

22. Senior Pastor resigned after infidelity 1977

Senior Pastor resigned after infidelity 1983

Associate Pastor terminated and reassigned in another state after inappropriately receiving money from an elderly member of the congregation 1990

Senior Pastor terminated November of 2024 - failed to perform duties.

23. Ruling Elder was found being disrespectful to pastor and in flagrant violation as an elder of the PCUSA Book of Order. Presbytery investigated and made the elder apologize to the pastor at a session meeting. Elder resigned and left the church 2011-2012

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

☒ Yes ☐ No

January 2025

If yes, Date completed _____

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

Mission Statement: Making disciples of Jesus Christ who go to make disciples of others.

2025 Defining Objective: Disciples of Christ reaching out and caring for others.



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Part 4: Leadership Expectations

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

Clear personal love for Jesus. Desire to participate in the life of the church and is self motivated. Should have a strong devotional led family life. Looking for expository preaching and teaching which motivates others to grow and participate. Willingness to take on unpopular opinions, challenge the status quo and be a mediator. Looking for an honest and transparent pastor who is capable of seeing their own weaknesses and asking for help when needed.

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

1. Sound Biblical understanding and teaching: Ability to preach the Word of God and help relate it to contemporary issues
2. Communication: Able to speak clearly and dynamically when delivering a sermon, ability to communicate well both orally and in written form, good interpersonal communication skills, good listener
3. Leadership: Inspire and encourage the staff, Session, Deacons, and congregation, work well in a team, ability to delegate as needed
4. Pastoral Care: In home and hospital visits, strong counseling skills, lead congregation to a healthy spiritual life
5. Interact well with all ages and have ideas on how to lead an intergenerational church well

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

See attached Pastor Job Description 2025.



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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?

1. First Presbyterian Church of Hanford was founded in 1878 by Rev. Warren Compton along with eight other members, who met in the local saloon until the first church building was constructed in 1912. During construction, a M.P. Moller pipe organ was installed and is the 2nd oldest still in use west of the Mississippi. Since 1912, our church building has been located in the heart of downtown Hanford. In 1981 the old sanctuary was razed, and our new one constructed, where our 108 year old organ (refurbished in 2004) remains a vital part of our weekly worship.

2. In 2012 we transitioned from the PCUSA to the EPC.

3. In August 2019 our pastor of nearly 15 years had a massive heart attack and was unable to return to his position. Fortunately we were able to secure pulpit supply and then when COVID hit, our church leadership rallied to provide Sunday worship services online. We were able to secure an Interim Pastor until we hired Pastor Tim Hoins in Dec. of 2020. Unfortunately Pastor Tim was killed in a car accident in Feb. 2021. We were again able to secure an Interim Pastor which guided our congregation until Pastor Tim Brown was hired in May of 2023. Unfortunately Pastor Tim B. was let go as lead Pastor in November 2024. We have once again secured an Interim Pastor to lead our church until a new lead Pastor can be found.

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

Three years ago our church did not have a full time pastor, but we were able to secure an interim pastor who served our congregation as our pastor search committee worked for two years to find our next Pastor. He was an amazingly dynamic and personal pastor who grew and energized the church, but unfortunately he was let go in November of 2024 due to extenuating circumstances. Our congregation is processing the detour given to us and are seeking God's will and guidance in all we do!



Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service	
Timothy Brown	May 2023	to Nov 2024
Timothy Hoins	Dec 2020	to Feb 2021
Anthony Winterowd	Feb 2004	to Jan 2020

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

The First Presbyterian Church of Hanford is proud to be a steadfast church in the heart of our community, since the mid 1870's. Seated in downtown Hanford, located in the Central Valley of California, agriculture is the predominant trade in the area. We have seen many challenges and trials over the long life of our church, but take great pride in being a multi-generational church which is welcoming to all ages. Over the past two decades key growth of membership for our church has come from the nearby Naval Air Station, Lemoore, where young families have been joining our church with great participation and a strong desire in serving our Lord and Savior. Although our pastors have had life events over the past few years, our church members are eager and excited to welcome a new pastor who will help guide our fellowship of people brought together through God's prevenient grace to grow closer to God.



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.epc.org/benefits, email benefits@epc.org, or call 407-930-4267.

Clerk of Session _____ Date _____

Search Committee Chair _____ Date _____