A global movement of evangelistic presbyterians

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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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 River City Church

   Address 267 East Highbanks Rd

   Debary, FL 32713

   Telephone (386) 668-4495 Fax (_____) _____

   E-mail contact@rivercitychurchepc.com Website rivercitychurchepc.com

2. Presbytery Florida and Caribbean

   Presbytery Ministerial Committee Liaison TE Dillon Thornton

3. Search Committee Chairman David Pedersen

   Address 1005 Collins Ave, Orange City, FL 32763

   _____

   E-mail pastorsearch@rivercitychurchepc.com

   Telephone (386) 668-4495

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

Pastor	☑ Full time	☐ Part time
Church Administrator	☑ Full time	☐ Part time
Children & Family Director	☐ Full time	☑ Part time
Discipleship Director	☐ Full time	☑ Part time
Preschool Director	☐ Full time	☑ Part time
_____	☐ Full time	☐ Part time
_____	☐ Full time	☐ Part time
_____	☐ Full time	☐ Part time
_____	☐ Full time	☐ Part time
_____	☐ Full time	☐ Part time

5. List all key volunteer positions

   Elder, Deacon, Home Group Leaders, Children's Ministry Leaders, Sunday School Teachers, Worship Team, Kitchen, Host/Welcome Team, Facility Security

6. List all vacant positions

   Position Available Pastor _____ Date of Vacancy 4/18/2027 _____

   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	146	169
B. Number of family units		
C. Worship attendance		

8. Community Growth ☒ Increasing ☐ Static ☐ Declining

9. Profile of church members

   A. Age:

   10 % 0-11 5 % 12-18 5 % 19-24 10 % 25-34

   20 % 35-49 20 % 50-64 30 % 65+

B. Occupation:

25 % Business 25 % Professional 15 % Trades

_____% Agriculture 5 % Stay-at-Home Parent 30 % Retired

_____% Other (Please Specify) _____

C. Educational level of adults

5 % some high school 5 % high school 70 % college 20 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 10 %

5 years or less 45 %

6-10 years 35 %

10 years or more 10 %

10. Racial/Ethnic composition of:

A. **Congregation**

4 % African-American 1 % Asian 90 % Caucasian 5 % Hispanic

_____% Other (Specify) _____

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

5 % African-American 5 % Asian 70 % Caucasian 20 % 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: 25000

12. Worship

A. Worship Time | Average Worship Attendance | Worship Style

Worship Time	Average Worship Attendance	Worship Style
10:30 AM	160	Blended

B. Frequency of communion celebration: 12 per year

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

Pastor and Discipleship Director craft liturgy weekly. Worship team (3-5 members) lead service. Elders read Scripture/Serve Communion. Deacons prepare communion elements.

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

The liturgy is traditional (Call to worship/Confession & Assurance/Hymns & songs/Pastoral Prayer/Scripture reading/Sermon/Benediction). Style of worship is more contemporary with full band.

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

Traditional hymns (Hymns of Grace hymnal) with contemporary songs from Sovereign Grace, CityAlight, Boswell & Papa, Wendell Kimbrough.

13. Ministry Programs

A. Average attendance in Church School (under 18 years): 15

B. Average attendance in Adult Education (Sunday): 18

C. Average involvement in Small Groups: 50

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	Church Oversight	6	Monthly	2
Staff	Daily Operations	5	Weekly	4
Deacons	Care of Property/People	8	Various	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: $ 478530 Last year's annual budget: $439750
   (Attach a copy of current budget)

2. Percentage of income received toward budget: 100 %

3. Amount contributed for year (most recent complete reporting year)
   A. EPC Percentage of Income $ 4800
   B. EPC World Outreach Global Workers $ 2000
   C. EPC Special Projects $ 1000
   D. Presbytery Per Member Asking/Percentage of Income $ 4800
   E. Other Missions/Missionaries $ 61000

4. Property owned by church
   A. Describe buildings and property (other than manse), including condition.

   1) Main church building with Sanctuary, Fellowship Hall, kitchen,classrooms and offices. Built in 2012. Excellent condition
   2) Preschool building with 4 classrooms, common area, and office. Built in 2010. Excellent 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 _____

5. Compensation:

A. The salary range we are prepared to offer:

Position: Pastor $ 90,000-100,000

Position: _____ $ _____

Position: _____ $ _____

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

Position: Pastor $ _____ or 4 %

Position: _____ $ _____ or _____ %

Position: _____ $ _____ or _____ %

Position: _____ $ _____ or _____ %

C. Housing

- [x] Housing Allowance
- [ ] Manse Only
- [ ] Either of the Above

D. Benefits and expenses

10% Retirement Plan (minimum 10% gross effective salary)

Yes Medical insurance (EPC medical coverage required for full-time TEs)

Yes Life insurance

Yes Social Security

Yes Travel/mileage

Yes Book allowance

2 Weeks Study leave allowance (minimum 2 weeks)

4 Weeks 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 _____

_____ Other (Specify: _____)

E. The church participates in the EPC's medical benefits plan [x] Yes [ ] No

F. The church participates in the EPC's retirement plan [x] 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	☐ 1	■ 2	☐ 3	☐ 4
2. Demonstrates love for the pastor and his/her family	■ 1	☐ 2	☐ 3	☐ 4
3. Readily shares their gifts with the rest of the congregation	■ 1	☐ 2	☐ 3	☐ 4
4. Places a high priority on sound biblical preaching	■ 1	☐ 2	☐ 3	☐ 4
5. Effectively integrates newcomers	☐ 1	■ 2	☐ 3	☐ 4
6. Is engaged in evangelism	☐ 1	☐ 2	■ 3	☐ 4
7. Is often found living their faith in their communities	☐ 1	■ 2	☐ 3	☐ 4
8. Has a spirit of unity	■ 1	☐ 2	☐ 3	☐ 4
9. Cares about each other	■ 1	☐ 2	☐ 3	☐ 4
10. Is supportive of the Session and pastoral leadership	■ 1	☐ 2	☐ 3	☐ 4
11. Ministers well to members that are hurting	■ 1	☐ 2	☐ 3	☐ 4
12. Uses members' gifts in worship	☐ 1	■ 2	☐ 3	☐ 4
13. Contains people willing and able to lead the congregation	☐ 1	■ 2	☐ 3	☐ 4
14. Is capable of change when and where appropriate	☐ 1	■ 2	☐ 3	☐ 4
15. Is connected to and prayerful about what God is doing in the global church	☐ 1	■ 2	☐ 3	☐ 4

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

Currently, there is no formal curriculum that is being utilized to initially train elders and deacons for ministry. During Session meetings we regularly utilize EPC materials (Leadership Manual, Church Health Resources, etc) to enable officers to better understand their role as shepherds of the flock. Our pastor also provides consistent, biblical instruction and informal discussion which does provide inspiration ,wisdom, and guidance in our session meetings.

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

Discipleship occurs through biblical teaching, assigned leadership book discussions, and the 15 Dimension discussion questions during session meetings. Elders are also expected to participate or lead a community/home group, and participate in shared prayer, study, and worship with the congregation

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

The church participates in ecumenical work primarily through their 14 mission partners and local community ministries. Specific examples include Operation Christmas Child, two crisis pregnancy centers, homeless shelter, American Heritage Girls and Trail Life USA boy's clubs, and assisting other congregations in their various ministries. Many of these ministries are not specifically EPC or even Presbyterian, but the common denominator is that these ministries are serving with the love of Christ in local or international communities.

19. Describe the strengths of your congregation.

The congregation is extremely generous in the sharing of time, talent, and finances. Other strengths include a graciousness toward differing opinions, maintaining healthy boundaries and confidences among each other, a strong culture of prayer, compassion for one another during hardships, and above all a commitment to biblical teaching and missions.

20. List specific problems with which your congregation struggles.

As reflected in the age profile, we have a disproportionate ratio of older and younger populations. Some progress has been made, but opportunities remain. As mentioned in item 19, RCC has a graciousness toward differing opinions. One area of differing opinions is complimentarian and egalitarian perspectives on women elders.

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

The primary tangible goal is to continually increase mission giving each year, and to encourage each member toward a missional lifestyle. Other goals include increasing participation in small/home groups, enhancing member involvement in local ministries, and becoming a community more deeply transformed by the power of Scripture

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 2019

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

God has a mission for His church, and has called us to that mission in our “Jerusalem, Judea, Samaria, and to the ends of the earth." (Acts 1:8) We are a visible community of disciples of Jesus Christ who gather for worship, prayer, and teaching and then disperse locally, regionally, and globally to share His love and compassion through the gospel of Jesus Christ.

Part 4: Leadership Expectations

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

He should possess an abiding relationship with God as well as a deep confidence in the sufficiency of God's Word , a heart for missions and discipleship, and a genuine interest in the welfare of the flock. Key traits include servant-hearted humility, patience, and the courage to speak truth in love.

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

Essential skills include being an expository preacher with a gift for teaching, a love of learning, and the ability to listen to diverse perspectives. The pastor should also be a strong administrator who can delegate, a discerning decision-maker, and someone who embraces the ethos and gospel priorities of the EPC.

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

Primary duties include teaching and preaching God's Word, providing pastoral care, discipling, and overseeing church staff. The role is defined as being a shepherd, leader, and protector of the flock who supports the Body of Christ.

Part 5: Church History

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

   1) The building fire: This event destroyed the original building but ultimately led to a stronger bond in the congregation and the construction of the current facility.

   2) Joining the EPC: Moving from the PCUSA to the EPC represented a renewed commitment to biblical authority and sound doctrine.

   3) The COVID-19 Pandemic: This period tested the church's resiliency and provided a "blank slate" to reset the church's direction and vitality.

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 most significant recent shift has been the increased awareness and support for missions, including raising the percentage of giving each year, and encouraging small groups to adopt specific mission organizations. The Session has also been enthusiastically participating in the EPC health and revitalization program.

Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service		
Doug Walker	09/2019	to	Present
Don Mason	01/2019	to	08/2019
Dustin Jernigan	02/2016	to	12/2018

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

It is significant that we have remained Christ-focused in an increasingly partisan culture. Two years ago we began a ministry for young adults called “The Vine” which is flourishing. We’ve also emphasized evangelism and making small groups a core focus for the growth and development of the congregation's Christian life.

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 Jesse Fox _____ Date 10/21/2026

Search Committee Chair David Pedersen _____ Date 10/21/2026