EPC

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*

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CHURCH INFORMATION FORM

Part 1: Church Information

1. Church Name Southport Presbyterian Curch

   Address 7525 McFarland Blvd.

   Indianapolis, IN 46237

   Telephone (317) 534-2900 Fax (_____) _____

   E-mail office@southportpres.org Website www.southportpres.org

2. Presbytery Midwest

   Presbytery Ministerial Committee Liaison Mark Fuller

3. Search Committee Chairman Dr. Jonathan Evans

   Address _____

   _____

   E-mail jacojre71@hotmail.com

   Telephone (317) 372-4988

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

Associate Pastor	☑ Full time	☐ Part time
Executive Director of Outreach and Missions	☑ Full time	☐ Part time
Executive Director of Student and Family Ministry	☑ Full time	☐ Part time
Operations Manager	☑ Full time	☐ Part time
Director of Contemporary Worship	☐ Full time	☑ Part time
Director of Traditional Worship	☐ Full time	☑ Part time
Director of Children's Ministry	☐ Full time	☑ Part time
Director of Hospitality Ministry	☑ Full time	☐ Part time
Congregational Care Coordinator	☐ Full time	☑ Part time
Director of Welcome Place Childcare	☑ Full time	☐ Part time

5. List all key volunteer positions

Children's Ministry Teachers and Volunteers, Youth Coaches for Middle School and High School Students, Guest Connection Team, Live-Streaming Team, Small Group and Bible Study Leaders, Coffee and Donuts Team, Mowing and Grounds Team, Worship Teams

6. List all vacant positions

Position Available Senior Pastor Date of Vacancy 12/1/2025

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	746	408
B. Number of family units	280	267
C. Worship attendance	504	306

8. Community Growth ☐ Increasing ■ Static ☐ Declining

9. Profile of church members

A. Age:

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

15 % 35-49 30 % 50-64 35 % 65+

B. Occupation:

10 % Business 30 % Professional 10 % Trades

% Agriculture 10 % Stay-at-Home Parent 40 % Retired

% Other (Please Specify) _____

C. Educational level of adults

10 % some high school 45 % high school 40 % college 5 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 10 %

5 years or less 10 %

6-10 years 25 %

10 years or more 55 %

10. Racial/Ethnic composition of:

A. **Congregation**

2 % African-American 1 % Asian 95 % Caucasian 1 % Hispanic

1 % Other (Specify) Indian

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

6 % African-American 13 % Asian 75 % Caucasian 5 % Hispanic

1 % Other (Specify) Indian

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: 162,500

12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
8:30	114	Traditional-In Person
8:30	110	Traditional-Live Stream
11:00	186	Contemporary-In Person
11:00	112	Contemporary-Live Stream

B. Frequency of communion celebration: 12 per year

C. How are members involved in planning and participation in the liturgy/worship?
Directors plan the service under the leadership of the pastors. Members use their gifts as liturgists and musicians.

D. Style of liturgy used in your worship (e.g., traditional, contemporary, variety)
8:30 Traditional
11:00 Contemporary

E. Type of music used in worship (e.g., traditional, contemporary, variety)
8:30 Traditional
11:00 Contemporary

13. Ministry Programs

A. Average attendance in Church School (under 18 years): 75
B. Average attendance in Adult Education (Sunday): 65
C. Average involvement in Small Groups: 125

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	Shepherding spiritually/some business as well	12	Once per month	2
Deacons	Servanthood for the congregation	29	Once per month	2
Trustees	Care of building/practically and financially	12	Once per month	3
Stewardship	Overall budget and finances	9	Once per month	3
Global Missions	Worldwide missions support	11	Once per month	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 takes primary initiative and responsibility.
4. A staff person takes primary initiative and responsibility.

Part 2: Financial/Church Campus Information

1. Current annual budget: $ 1,873,350 Last year's annual budget: $1,792,400
   (Attach a copy of current budget)

2. Percentage of income received toward budget: 68.50 %

3. Amount contributed for year (most recent complete reporting year)
   A. EPC Percentage of Income $ 17,924
   B. EPC World Outreach Global Workers $ _____
   C. EPC Special Projects $ _____
   D. Presbytery Per Member Asking/Percentage of Income $ 8,962
   E. Other Missions/Missionaries $ 143,496

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

The church building is about 25 years old and about 80,000 square feet. It includes a multi-use worship center that seats about 400, a chapel that seats about 175, a two story children's ministry/education wing that is shared with Welcome Place Childcare during the week, a gymnasium, dining room, commercial kitchen, and staff offices. We sit on about 17 acres of land.

   B. Are your buildings adequate for your present program? ☑ Yes ☐ No
   If no, please explain:
   Our building is more than adequate for present programing.

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

There are current no plans for a capital project.

   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: Senior Pastor $ 90,000

Position: _____ $ _____

Position: _____ $ _____

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

Position: Senior Pastor $ _____ or 0.00 %

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)

100% Medical insurance (EPC medical coverage required for full-time TEs)

$50,000 Life insurance

No Social Security

IRS Rate Travel/mileage

$1000 Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

_____ Number of worship services per year for which pastor is provided relief (in addition to vacation and study leave)

Yes Sabbatical frequency and length 13 weeks after 7 years

_____ Other (Specify: Medical insurance includes dental and vision)

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?

We offer a one day training workshop for deacons and we take new elders through 2-3 sessions of training. We also take 15 minutes at each Session meeting for ongoing training.

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

Deacon meetings begin with a short devotion. Elder meetings begin with 30 minutes of prayer and from time to time we read a book together.

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

Four times a year, we host the Great Banquet, which is similar to a Walk to Emmaus event.

Our pastors, youth and children's ministry directors all gather regularly with other pastors or directors for collaboration.

19. Describe the strengths of your congregation.

We have a lot of people with servant hearts who are very giving of their time and willing to volunteer at our various events. Additionally, our congregation has a high number of people who have Christians longer than 20 years and are very solid in their faith. We also have a clear and compeling mission and vision.

20. List specific problems with which your congregation struggles.

We have long been told we are a conflict avoidant church and we are working to change that.

While our members are great at volunteering for one-time events, we struggle to get people to make regular committments.

Because of the great number of people who have been church members longer than 20 years, we struggle to make new people feel welcomed and incorporated into our church.

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

This year we have four major goals. The first two have dedicated teams working on a meaurable plan.
1. Clear and connected communication
2. Educate, Equip and Enlist around the vision.
3. Make connections and buid relationships with Welcome Place Families
4. Continue to fund our vision.

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.

In January 2022, it came to our attention that a staff member was having an inappropriate relationship with a high school student. That staff member was immediately terminated and we sought the help of a group called Ministry Safe to give us better training in identifying and protecting ourselves against sexual predators.

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

☑ Yes ☐ No

If yes, Date completed 9/2021

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

Mission Statement: We are ordinary people pursuing God's extraordinary call.

Strategy: Look up, Lean in, Move out.

Values:
Seeking Truth, Gently
Building Relationships, Authentically
Passing the Faith, Joyfully
Serving the World, Generously
Loving All, Radically

Measures:
Who gets my ultimate affection? Who do I see and who sees me? Where is my hope? Where am I willing to give away what I have? How do I help others thrive? How am I leaving my comfort zone?

Part 4: Leadership Expectations

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

1. Integrity
2. Emotional Maturity
3. Compassion
4. Teachability
5. Courage

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

1. Biblical Teaching and Preaching
2. Organizational Skills
3. Staff Development and Team Building
4. Pastoral Relationships and Communication
5. Strategic Thinking and Problem Solving

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

Position desription is attached

Part 5: Church History

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

Our church was founded in 1833, though the first small group Bible study which later became the church started meeting in 1825.

1) Moving from the Homecroft Campus, which was our 5th building, to our current location on McFarland Blvd (1998).
2) Changing denominations from the PCUSA to the EPC (2009).
3) Richmond Hill Neighborhood Explosion (2012) - An intentional explosion at a home just a few miles from the church leveled the home, killed two 2 neighbors, injured 7 others and knocked over 30 homes off their foundations. The church family rallied together and Southport Pres became the central location for families to gather and have their spiritual, physical, and emotional needs met. This is an example of what our congregation is capable of when our focus is on the right things.

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

In October 2022, we announced the closing of our Christian School at the end of the 2022-23 school year. That was not well received and led to many hurt feelings and a decline in membership, giving, and trust in leadership.

In October 2025, after serveral years of intentional overspending accompanied with poor financial reporting, we found ourselves on the cusp of bankruptsy. We had just over $200,000 in the bank and cash was expected to be gone by the end of the year. This led to signifcant changes, including a change in several positions of senior leadership. As a result of the changes, trust was regained and we are slowly and cautiously digging out of our hole.

Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service		
Robert E. Hock	9/2012	to	11/2025
Jim Capps	4/1995	to	9/2008
Henry Date	1/1972	to	10/1994

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

Despite some of the difficulties described in this document, the overall spirit of the congregation is positive and we are excited about our future. We have recently engaged with two organizations, Vital Church and Knot Navigators to ensure we are moving in a healthy direction. According to the Vital Church survey, 100% of our Session and Staff are hopeful about the future.

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 Juilie Mennel Date 10/18/2026

Search Committee Chair Jonathan Evans Date 10/18/2026