



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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Part 1: Church Information

1. Church Name One Hope Presbyterian

Address 600 Garfield Dr. Longview, TX 75602

Telephone (_____) _____ Fax (_____) _____

E-mail pastorsearch@onehopelongview.com Website https://www.onehopelongview.

2. Presbytery Presbytery of the Gulf South

Presbytery Ministerial Committee Liaison _____

3. Search Committee Chairman Dr. Benjamin Johnson

Address 1910 Warwick Circle W.

Longview, TX 75601

E-mail benjaminjohnson@letu.edu

Telephone (903) 475-2441

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

Rachel Winchell Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ Full time Part time

_____ 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

- Nursery Coordinators (two co-leaders)
- College Ministry Leaders (two couples co-lead)
- Bible Explorers (4y/o - 4th Grade) (one couple)
- Middle School / Confirmation Leaders (two couples)
- High School Leaders (two couples)
- Music Team Leaders (four team leaders)
- Women's Ministry Leader

6. List all vacant positions

- Position Available Senior Pastor Date of Vacancy 8/1/2025
- 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	<u>100</u>	<u>130</u>
B. Number of family units	<u>35</u>	<u>50</u>
C. Worship attendance	<u>130</u>	<u>195</u>

8. Community Growth Increasing Static Declining

9. Profile of church members

- A. Age:
- 30 % 0-11 10 % 12-18 13 % 19-24 14 % 25-34
- 20 % 35-49 7 % 50-64 6 % 65+



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B. Occupation:

5 % Business 40 % Professional 2 % Trades
1 % Agriculture 25 % Stay-at-Home Parent 2 % Retired
25 % Other (Please Specify) student

C. Educational level of adults

____ % some high school 5 % high school 75 % college 20 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 15 %
5 years or less 30 %
6-10 years 30 %
10 years or more 25 %

10. Racial/Ethnic composition of:

A. Congregation

2 % African-American 1 % Asian 94 % Caucasian 3 % Hispanic
____ % Other (Specify) _____

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

23 % African-American 1 % Asian 49 % Caucasian 21 % Hispanic
6 % 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: City - 82,000 Metro Area - 218,000



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	Worship, teaching, pastoral	3	1-2/mo	2
Diaconate	Worship, member care, logistic	8	Monthly	3
Finance Committee	Managing finances and budg	5	Quarterly	3
Benevolence Committee	Special Financial Needs	4	PRN	3
Tech Team	AV	6	NA	3
Hospitality Team	Open/close, events	10	NA	3
Facility Team	Care of building and proper	4	NA	3
Preaching Team	Preaching themes, evalua	8	Biweekly	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: \$ \$322,988.00 Last year's annual budget: \$ _____
(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 \$ _____
- B. EPC World Outreach Global Workers \$ _____
- C. EPC Special Projects \$ _____
- D. Presbytery Per Member Asking/Percentage of Income \$ _____
- E. Other Missions/Missionaries \$ 20,634.16

4. Property owned by church

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

Our property was given to us in 2020, and includes a sanctuary, narthex, gymnasium, kitchen, nursery, office space and classroom spaces. Our classroom and office spaces have been recently remodeled, and a new gym floor installed. The sanctuary, kitchen, narthex, and nursery could definitely be updated and are in poor to fair condition. The property consists of a parking lot and two playground spaces, in fair condition.

B. Are your buildings adequate for your present program? Yes No

If no, please explain:

During the school year, our sanctuary is at 80-100% capacity.

C. Is a building program or capital project projected? Yes No

If yes, describe what, when, and projected cost

Not currently, but this should be a part of future planning.

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 _____



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5. Compensation:

A. The salary range we are prepared to offer:

Position: Senior Pastor \$ Total package up to \$125,000

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: Senior pastor \$ _____ or 3 %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

Position: _____ \$ _____ or _____ %

C. Housing

- Housing Allowance
- Manse Only
- Either of the Above

D. Benefits and expenses

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

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

negotiable Life insurance

up to 15% Social Security

negotiable Travel/mileage

\$2000 Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

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

negotiable Sabbatical frequency and length _____

_____ Other (Specify: _____)

- 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 checked="" type="checkbox"/> 1	<input 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 checked="" type="checkbox"/> 1	<input 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 type="checkbox"/> 1	<input checked="" 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 type="checkbox"/> 1	<input checked="" 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 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?

Initial 'elder training' is done by teaching a course for men interested in understanding the role and responsibilities of elders.

Deacon training is integrated into the monthly Diaconate meetings for about 6 months after each new class rolls on in May.



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

Each monthly Session meeting begins with personal check-ins, prayer, and encouragement before the business of the church is reached. Primacy is placed on emotional and spiritual health of the elders, then pastoral care, then administration. Elders try to meet for lunch monthly for leadership development training, with readings assigned beforehand. Elders and wives gather monthly in homes for a meal, personal check-ins and prayer, and mutual encouragement. This is an important part of discerning pastoral needs that the elders may not be aware of. This year, the elder couples are going through a book "Emotionally Healthy Leadership" as a group.

The entire diaconate participates in the annual deacon training for deacons just rolling on. We have used Matt Smethurst's book to guide this in the past.

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

Our church has participated in a local event called 'Mission Longview' where youth ages 5th through 8th grade volunteer at mission organizations in the community alongside other churches or school groups. We have supported Young Life through assisting volunteers in our church. We open our church to neighboring ministries to use, and participate in their mission. Our church hosted an after-school program called 'Thrive' for over 5 years but it recently closed in December of 2024. We are currently discussing sharing the building with Buckner International ministries for an after school program.

19. Describe the strengths of your congregation.

Our congregation is a tight-knit community who love to fellowship and encourage one another. We love to worship together, eat together, and practice hospitality. The majority of our congregants are not from East Texas. So we are the social support for many families, and people quickly volunteer to fill needs large or small. We consistently attract new families and members. Children are an integral part of our worship together. Two of the founding three elders were LeTourneau University faculty, so there has always been strong connection to the university. This connection brings lots of gifted faculty and college students to our congregation.



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20. List specific problems with which your congregation struggles.

-In many ways, One Hope still operates like the home-church / church plant it began as. Our processes, organization, and financial organization have lagged behind our growth in numbers.

-Our organic leadership culture and lack of programming can cause anxiety for personalities oriented to formal structures and programmatic churches.

- Our congregation is young, with many young families with children. Most families are serving at the church with little margin. This makes finding time for leadership development difficult.

- As a session, we have failed to adequately train and equip future leaders.

- As a tight-knit Bonhoeffer-like community and non-programmatic church that now includes over 200 people, new families and individuals can struggle with knowing how to assimilate. Joining the church sometimes requires members to exercise new muscles to form close vulnerable friendships in a culture that encourages self-sufficient individualism. Seeing the church as a gymnasium for patience, forgiveness, reconciliation, and forbearance in an Evangelical culture that can look more like consumerism can be a hard adjustment for some.

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

-We seek to be a church marked by loving God the Father, and the Son, and the Holy Spirit with our heart, soul, mind, and strength, and loving our neighbors as ourselves.

-We strive to be a place where people connect to the Triune God through worship and teaching and by connecting to one another through fellowship, sharing of resources, and strengthening families.

-We seek to be enabled by the Spirit to participate in God the Father's love for the world through his son, Jesus Christ.

-We seek to make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything Jesus has commanded us.

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.

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).



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Part 4: Leadership Expectations

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

Leadership
Integrity
Relational/Hospitable
Humility
Wisdom/Emotional intelligence

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

1. Prayerful
2. Immersed in the Word
3. Leadership
4. Collaboration
5. Preaching/Teaching

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

1) Cultivate a personal relationship with God that evidences attentiveness to His word, His mission, and His work within and through His church.
2) Oversee the planning and conducting of worship services, including the regular administration of the sacraments
3) Moderate the Session and lead the elders in discerning God ' s will for this local body.
4) Develop new and existing leaders at One Hope
5) Provide and oversee proactive pastoral care through spiritual direction and hospitality



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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. Transition from a home church to a Mission Church (2012) then particularizing the following year.
2. Moving from meeting at a rented conference room to our current church building at 600 West Garfield (2016).
3. Craig and Jamie's arrival, health challenges, extended leaves and ultimate retirement (see below).

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

We commissioned Craig Vanbiber as our first full-time Teaching Elder in October of 2021. About a year after his commissioning, his wife Jamie became ill and was eventually diagnosed in early 2023 with Scleroderma, a vicious autoimmune disease. Jamie suffered acutely, and Craig along with her, as he watched his wife's mobility and quality of life rapidly deteriorate. The church poured out to support the Vanbibers with meals, visits, and prayer. In the summer of 2024, Jamie was additionally diagnosed with cancer. Fortunately, the stem cell transplant that they prescribed to treat Jamie's cancer also helped treat her scleroderma and alleviate some of the symptoms. Craig was given leave to be with Jamie before, during, and after the treatment. It was definitely a challenging time for our church as we endeavored to support our suffering pastor and his wife, and continue to provide teaching and leadership in the church while Craig was out. Just as Jamie was finally fully recovering from her last bout with cancer, she was diagnosed with cancer again in early 2025. We love Craig and Jamie and it has been difficult to participate in this suffering with them. God has definitely used it to strengthen our congregation's faith and we have been honored to walk this road with them. We rejoice that Jamie is currently cancer-free, and in Craig's faithfulness to her and One Hope.



Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service	
Craig Vanbiber	10/2021	to 8/2025
Dr. Kelly Liebengood	8/2018	to 10/2021
Scott Ketrow	10/2016	to 7/2018

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

Our church is located about two miles from LeTourneau University, and we are joined by approximately 30-50 college students attend our church during the school year. Many become members and serve in volunteer roles. Additionally, many of our members have ties to the university either as faculty, staff, or alumni. Several work in the Theology department and we have been blessed to benefit from their service in the pulpit and/or teaching on Wednesday nights.

The majority of our congregants have moved to East Texas for work or school. Our numbers significantly drop during the summer when students are not present and faculty/congregants are out of town.

Our congregation comes from a wide variety of denominational backgrounds and theological commitments, but we joyfully unite in worship together.



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 Vance Freeman Date 4/22/2026

Search Committee Chair Dr. Benjamin Johnson Date 4/22/2026