



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.

Contents

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





EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

Part 1: Church Information

1. Church Name Gashland EPC

Address 8029 North Oak Trafficway

Kansas City, Missouri 64119

Telephone (816) 436-3583 Fax (_____) _____

E-mail search@gashland.org Website www.gashland.org

2. Presbytery Mid-America

Presbytery Ministerial Committee Liaison Mike Werkheiser

3. Search Committee Chairman Ethan Funk

Address 5844 Thousand Oaks Dr, Parkville, MO 64152

E-mail eefunk1@gmail.com

Telephone (316) 377-9399

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

- Senior Pastor Full time Part time
- Assistant Pastor Full time Part time
- Director of Students and Missions Full time Part time
- Worship and Media Director Full time Part time
- Office Administrator Full time Part time
- Director of Children Ministries Full time Part time
- Little Lambs Director (Nursery) Full time Part time
- Organist/Pianist Full time Part time
- Facilities Manager (2) Full time Part time
- Choir Director Full time Part time



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

5. List all key volunteer positions

- Session - Ruling Elders
- Deacons
- Worship Team
- Outreach/Missions Team
- Relationships Team
- Discipleship Team
- Coordinating Team
- Property Team
- Finance Team
- Helps Team
- Mercy Team
- Women's Ministries Team
- Men's Ministries Team

6. List all vacant positions

- Position Available Assistant Pastor Date of Vacancy 3/3/24
- 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>390</u>	<u>527</u>
B. Number of family units	<u>205</u>	<u>247</u>
C. Worship attendance	<u>317</u>	<u>326</u>

8. Community Growth Increasing Static Declining

9. Profile of church members

- A. Age:
- 10 % 0-11 6 % 12-18 8 % 19-24 14 % 25-34
- 16 % 35-49 16 % 50-64 31 % 65+



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

B. Occupation:

_____ % Business _____ % Professional _____ % Trades
_____ % Agriculture _____ % Stay-at-Home Parent _____ % Retired
_____ % Other (Please Specify) unknown

C. Educational level of adults

1 % some high school 20 % high school 55 % college 24 % graduate school

D. Percentage of members belonging to the congregation

Less than one year 10 %
5 years or less 25 %
6-10 years 25 %
10 years or more 40 %

10. Racial/Ethnic composition of:

A. Congregation

_____ % African-American _____ % Asian _____ % Caucasian _____ % Hispanic
_____ % Other (Specify) _____

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

2 % African-American 4 % Asian 90 % Caucasian 4 % 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: 508,000 (Kansas City, MO) 2.4 Million -Metro



12. Worship

A. Worship Time	Average Worship Attendance	Worship Style
8:30AM	136	Traditional
11:00AM	190	Blended
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. Frequency of communion celebration: 12+ per year

C. How are members involved in planning and participation in the liturgy/worship?
Our Worship Team under the direction of the Pastor oversees both services with members participating in the following roles: media, tithe collection, communion administration, ushering, leading and performing music (choir in the 8:30 service and praise band in the 11:00), making announcements and testimonials, as well as providing instruction in the children’s church, nursery through first grade.

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

E. Type of music used in worship (e.g., traditional, contemporary, variety)
The 8:30 AM traditional service employs hymns and choral anthems, and the 11:00 AM blended employs hymn-based and contemporary praise songs.

13. Ministry Programs

- A. Average attendance in Church School (under 18 years): 44
- B. Average attendance in Adult Education (Sunday): 81
- C. Average involvement in Small Groups: 80 (Wed & Small Groups)



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*
Worship Team	Please See attachment #1	6-10	monthly	1
Outreach/Missions Team		6-10	monthly	4
Relationships Team		6-10	monthly	2
Discipleship Team		6-10	monthly	2
Coordinating Team		6-10	monthly	2
Property Team		6-10	monthly	2
Finance Team		6-10	monthly	2
Helps Team		6-10	monthly	2
Mercy Team		6-10	monthly	2
Session		9 RE, 2 TE	monthly	2
Deacons		9	monthly	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: \$ 904,608.43 Last year's annual budget: \$ 923,691
(Attach a copy of current budget)

2. Percentage of income received toward budget: 15% as of February %



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

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

- A. EPC Percentage of Income \$ 8,630
- B. EPC World Outreach Global Workers \$ 10,000
- C. EPC Special Projects \$ 5,000
- D. Presbytery Per Member Asking/Percentage of Income \$ 6,000
- E. Other Missions/Missionaries \$ 64,000

4. Property owned by church

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

The main building houses a sanctuary, chapel, ministry center (gymnasium), dividable reception area, two kitchens (fully stocked), twenty Sunday School rooms, five office spaces, music room, library, three-room nursery, Mother's Room, and two large lobby areas. The multi-level property also has two separate elevators, outdoor pavilion, new playground, outdoor basketball court, and the Amos House (ministry house) on 2.5 acres all in good working 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

We just completed a capital campaign which resulted in our being debt-free. The extra funds that were collected are currently being used to upgrade the sound system and complete other projects around the building.

- 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 _____



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

5. Compensation:

A. The salary range we are prepared to offer:

Position: Assistant Pastor \$ 55,000-70,000

Position: _____ \$ _____

Position: _____ \$ _____

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

Position: Assistant Pastor \$ _____ or 7.33 %

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)

~32-35% Medical insurance (EPC medical coverage required for full-time TEs)

included Life insurance

7.65% Social Security

~2% Travel/mileage

~3-4% Book allowance

2 weeks Study leave allowance (minimum 2 weeks)

4 weeks Annual vacation days (minimum 4 weeks)

~6-10 Number of worship services per year for which pastor is provided relief (in addition to vacation and study leave)

Yes Sabbatical frequency and length 3 months every 7 years

_____ 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 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 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 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 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?
[Elders and Deacons are trained using the EPC leadership guide.](#)



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

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

Occasionally, discipleship is provided through book studies, video series, workshops, and retreats; however, this is an area for growth.

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

We offer financial, material, and volunteer support to several ecumenical local missions: A Turning Point, Hillcrest Transitional Housing, Resource Health, Bible Study Fellowship, Young Life, and City Union Mission. We do not currently participate in any inter-denominational activities.

19. Describe the strengths of your congregation.

Our congregants are generous, welcoming, committed to biblical principles and teaching, yet charitable on non-essentials. Currently, Gashland is experiencing growth in all age groups. Our new young adult class, Abide, meets every Sunday for collaborative study and also regularly throughout the year for fellowship activities. Our dynamic youth groups have experienced exponential growth over the past year and gather multiple times weekly for instruction, fellowship, and outreach-oriented relationship-building activities. The children's ministries during worship, Sunday School, and Wednesday nights provide intentional discipleship through Scripture memorization, music, and learning. This includes even the youngest in the nursery. God has blessed us with numerous spiritually mature and wise members many of whom help to plan and provide a strong slate of Sunday school classes each semester.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

20. List specific problems with which your congregation struggles.

- *disconnection between the two services
- *care of the elderly
- *consistent and timely follow-up with congregants who stop attending *inconsistency in shepherding
- *insufficient efforts to reach our local community

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

- We would like to create better community and care within our congregation.
- We would like to become more engaged in outreach to the community, in personal evangelism, and in church planting.
- We would like to grow more in the area of 1 on 1 discipleship and have more of our church engaged in these relationships.

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



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

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 3/3/24

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

Vision: Love Jesus, Live as Family, Look to the Fields.

First and foremost, our heart at Gashland is to fall deeper in love with Jesus and to never lose our first love. Secondly, we pray that this love of Jesus would lead us to live as the family that we are in Christ. We are eager to grow in community, care for one another, and discipleship. Thirdly, our desire is to look to the fields (John 4:35). We long to grow in personal evangelism, in our outreach to the community, and in planting churches so that God’s Kingdom may grow.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

Part 4: Leadership Expectations

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

- 1) Trustworthy in Character (1 Timothy 3:2)
- 2) Loyal & Faithful Partner in Ministry (Philippians 1:3-5)
- 3) Loves people as Jesus has loved us (John 13:34)
- 4) Abide in the Word (Colossians 3:16)
- 5) Humble (Philippians 2:3 and Proverbs 9:9)

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

- 1) Teach God's Word (2 Timothy 4:1-5)
- 2) Shepherd God's People (1 Peter 5:2)
- 3) Equip the Saints for Ministry (Ephesians 4:12)
- 4) Godly Wisdom and Counsel (Proverbs 20:5 and Proverbs 15:22)
- 5) Encourager (Romans 12:7-8 and Romans 12:15)

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

See Attachment #2.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

Part 5: Church History

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

With a church history spanning more than 75 years, determining the three most important events is nearly impossible. However, the three most important events of recent years are moving from a single pastor to a two-pastor church in the 1980's, a 2001 3.1 million dollar building expansion, and surviving a precedence-setting legal battle in 2008 during which Pastor Ed Longabaugh led the congregation out of the PCUSA and into the New Wine Skins Presbytery ultimately leading us into the EPC. For further information on the history of our church, we have attached a series of articles from our church newsletter "The Porch: The Life and Stories of Gashland EPC." <https://gashland.org/windows-on-our-world-volume-3/>

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

Covid certainly impacted Gashland as it did so many other congregations; however, it did not significantly diminish our church attendance or finances primarily because of our ability to quickly implement online services and Zoom classes and meetings which allowed us to keep remote congregants engaged. The results of our recent capital campaign "Debt-free in '23" are evidence of the strength of the congregation immediately following Covid. God not only blessed us with the funds to pay off all of our debts, but we collected more than we needed more than a year before the original end date for the campaign. A portion of those excess funds are now being used to purchase a new sound system which will enable us to continue to improve and enhance those online services which we intend to continue indefinitely.



EPC

A Global Movement of Evangelical Presbyterian Churches

Part 6: Other Information

1. List the last three individuals who held this position

Name	Dates of Service
Michael Morefield	2015 to 2024
_____	_____ to _____
_____	_____ to _____

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

We are on the cusp of significant growth and ripe for new opportunity. Our church is healthy and maturing in new ways. We are excited for the future and looking for someone to help us live out our vision and thrive in the gospel.



EPC

A Global Movement of Evangelical Presbyterian Churches

CHURCH INFORMATION FORM

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 Thomas Caplan Date 4-11-24

Search Committee Chair Ahanfuk Date 4/10/24

The Session

God gives direction to His leadership structure through an office in the church known as “elder”. The elders together create a team called “The Session”. The Session is responsible for the primary leadership and oversight of the church. In the Bible elders are specifically responsible for two items, 1) ministry of the word and 2) prayer.

There are four ministry teams that seek to oversee the ministry of the word. Those teams form the acronym, W.O.R.D., which stands for Worship, Outreach, Relationships, Discipleship. There is a fifth team, the Coordinating Team, that oversees other duties assigned to the elders by our denomination, the EPC.



WORSHIP TEAM

The Worship Team’s primary responsibility is to facilitate and implement biblically-based Christ-centered worship services focused on God’s redemptive work for sinful people through the death and resurrection of God the Son – Jesus Christ!



OUTREACH TEAM

The Outreach team plans and oversees GEPC’s ministries that focus on bringing the power and hope of the Gospel to a lost and broken world. They oversee outreach events of the church as well as the missionaries Gashland supports.



RELATIONSHIPS TEAM

The Relationships team initiates and oversees the various ministries that foster loving relationships among the members of GEPC. It also functions to encourage the Session and individual members to grow in relationship with one another.



DISCIPLESHIP TEAM

The Discipleship Team provides leadership, perspective and oversight for all Christian education ministries. The Discipleship Team encourages spiritual growth and development—“Teaching these new disciples to obey all the commands I have given you.”



COORDINATING TEAM

The Coordinating Team provides oversight and facilitates the functioning of the body, members and staff, in accordance with the Holy Scriptures, the EPC Book of Order, and Book of Government through service to the glory of the Almighty God.

The Deacons

In the book of *Acts*, the office of Deacon (Acts 6) falls under the umbrella of leadership of the Session. The Deacons are an office of service, and seek to manage the material items of the church as well as help in the areas of mercy and benevolence within the church and the surrounding community. The four teams listed below oversee these aspects of ministry. Finance and Property oversee the material items of the church, while Mercy and Helps serve and meet other needs.



MERCY TEAM

The Mercy Team provides help and care for the sick, elderly, and those in need within Gashland Presbyterian Church as well as assist with walk in requests and catastrophic situations outside Gashland.



HELPS TEAM

The Helps Team serves Gashland by presenting a warm welcome on Sunday mornings, as well as working with the Session teams to help serve any ministry event needs.



FINANCE TEAM

The Finance Team records and reports the financial resources of the church. They also seek to give the Session financial information important for them to carry out Gashland's ministry vision.



PROPERTY TEAM

The Property Team seeks to keep the property functional and operational, and maintain the integrity of the building so that the ministries of the church can move forward unhindered.

Notes