



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 individual pastor and the congregation, this is an opportunity for self-study and for evaluation of current ministry and goals. This calls for honesty, effort, and commitment to open communication.

The Church Information Form presents the local congregation’s history, challenges, and goals. It is our hope that this will be of help in facilitating the search process, assisting the church in focusing on future directions and pastors in gaining some sense of the nature and uniqueness of this congregation.

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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](mailto:info@epc.org)





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**Part 1: Church Information**

1. Church Name Community Presbyterian Church of Omak

Address 9 South Birch Street / P.O. Box 826

Omak, WA 98841

Telephone (509) 826-1290 Fax (509) 846-7007

E-mail cpcmak@cpcomak.org Website www.cpcmak.org

2. Presbytery: Pacific Northwest

Presbytery Ministerial Committee Liaison Mike McCandless

3. Search Committee Chairman Ron DeHaan & Dave Lamb

Address Ron DeHaan - 536 Hillcrest Circle Drive

Omak, WA 98841

E-mail psc@cpcomak.org

Telephone (509) 429-1919

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

Administrator

Secretary

<input checked="" type="checkbox"/>	Full time	<input type="checkbox"/>	Part time
<input type="checkbox"/>	Full time	<input checked="" type="checkbox"/>	Part time
<input type="checkbox"/>		<input checked="" type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>	



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5. List all vacant positions

Position Available Youth Director Date of Vacancy 5/1/2020

Position Available Solo Pastor Date of Vacancy 9/1/2020

Position Available Secretary Date of Vacancy 8/1/2021

6. Membership (state approximate numbers and percentages)

	Five years ago	Currently
A. Number of church members	<u>104</u>	<u>97</u>
B. Number of family units	<u>77</u>	<u>62</u>
C. Worship attendance	<u>106</u>	<u>76</u>

7. Community Growth  Increasing  Static  Declining

A. Age:

0 % 0-11    1 % 12-18    4 % 19-24    6 % 25-34  
11 % 35-49    19 % 50-64    59 % 65+

B.

4 % Business    14 % Professional    6 % Trades  
6 % Agriculture    3 % Stay-at-Home Parent    53 % Retired  
14 Other (Please Specify) Students and unknown

B. Educational level of adults

0 % some high school    20 % high school    61 % college    19 % graduate school

C. Percentage of members belonging to the congregation

Less than one year    1 %  
5 years or less    26 %  
6-10 years    20 %  
10 years or more    53 %



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9. Racial/Ethnic composition of:

**A. Congregation**

0 % African-American    0 % Asian    96 % Caucasian    4 % Hispanic

0 % Other (Specify) \_\_\_\_\_

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

.01 % African-American    2.7 % Asian    57.6 % Caucasian    20.3 % Hispanic

11 % Other (Specify) American Indian

10. Community Setting (check as many as apply):

Location

Declining     Small Town     Metropolitan     Suburban     Inner City

Function

Industrial     Agricultural     Recreational     Military     College/University

Approximate population of community Omak, Washington - 4,752 (2020)

11. Church Programming—Worship

**A. Worship Time**

10:00 am

**Average Worship Attendance**

76

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B. Frequency of communion celebration:** 12 (once per month) per year

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

Pastor, 2-worship design team members for songs, 2-communion preparation



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

Variety \_\_\_\_\_

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

Variety \_\_\_\_\_

12. Church Programming—Sunday School

A. Average attendance in Church School (under 18 years) 8

B. Average attendance in Adult Education (Sunday) 9

13. Church Programming—Organizations/Committees

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	Oversee spiritual life, committees, and staff.	6	Monthly	1
Nominating Committee	Nominate elders and deacons.	7	As Needed	3
Administration Committee	Oversee finances, personnel, and building & grounds.	3	Monthly	3
Ministry Committee	Oversee ministries of service.	2	As Needed	2
Board of Deacons	Care of the needs of the congregation.	10	Monthly	2
Trustees	The legal board of the corporation under state law.	4	Once a Year	3
<i>Please see CPC Org Chart at the end of this section for a complete list of teams that fall under these committees.</i>				

See attached organizational chart.

\*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.



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**Part 2: Financial/Church Campus Information**

1. Current annual budget: \$255,615 ('21) Last year's annual budget: \$254,618 ('20)  
(Attach a copy of current budget)

2. Percentage of income received toward budget: 100%

3. Amount contributed for year 2020 (most recent complete reporting year)

A. EPC Per Member Asking \$ 2,392

B. EPC World Outreach Global Workers \$ 1,000

C. EPC Special Projects \$ 0

D. Presbytery Per Member Asking \$ 2,184-PNW

E. Other Missions/Missionaries \$ 12,988

4. Property owned by church

A. Describe buildings and property (other than manse).

Our church was built in 1991, totaling 9,756 sq. ft. Rooms include a sanctuary, fellowship hall, memorial parlor, a small library, four offices, a loft, a nursery room, four classrooms for youth programs, and three storage rooms. It sits on 1.05 acres, and all property is debt-free.

B. Are your buildings adequate for your present program?  Yes  No  
If no, please explain:

C. Is a building program 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 \_\_\_\_\_



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5. Compensation:

A. The salary range we are prepared to offer:

Position: Pastor \$ \*57,000, plus benefits.

Position: \_\_\_\_\_ \$ Salary is negotiable, depending on experience.

Position: \_\_\_\_\_ \$ \_\_\_\_\_

*\*This figure does not include other benefits such as health insurance, life insurance, pensions, milage, etc.*

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

Position: Pastor \$ 57,000 or \_\_\_\_\_%

Position: Pastor \$ 55,000 or \_\_\_\_\_%

Position: Pastor \$ 53,000 or \_\_\_\_\_%

Position: Pastor \$ 52,000 or \_\_\_\_\_%

C. Housing

Housing Allowance

Manse Only

Either of the Above

D. Benefits and expenses

10% Pension (minimum 10% gross effective salary)

Yes Medical insurance

Yes Life insurance

Yes Social Security

\$1200 Travel/mileage

\$800 Book allowance

2 Weeks Study leave allowance (minimum 2 weeks)

4 Weeks Annual vacation days (minimum 4 weeks)

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

\$1,200 Other (Specify: Expense allowance)



**Part 3: Church Characteristics**

*Check the box that most closely describes the current congregation characteristics and future goals*

Our congregation...

	Currently				Goal			
	Agree		Disagree		Agree		Disagree	
1. Supports the Pastor	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
2. 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	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
3. 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	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
4. Gladly welcomes visitors and new members.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
5. Is involved in local evangelistic ministries.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
6. 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	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
7. Has a spirit of unity.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
8. Cares about each other.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
9. Looks to its Session for leadership.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
10. Ministers well to members who are hurting.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
11. Uses members' gifts in its worship.	<input type="checkbox"/> 1	<input checked="" type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
12. 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	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
13. 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	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
14. Is spiritually alive.	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4





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

- For the last seven years, Omak Community Presbyterian Church (CPC) has directed Camp Chelan, which involves several churches in our area. Camp Chelan's mission is to reach the youth in our valley with the Gospel.
- Several members provide a monthly meal and Christian message at Manfisher Ministry; a ministry focused on our community's needs.
- CPC is the official drop-off location for Operation Christmas Child.
- CPC hosts Christian events such as The Father's Ranch Concert and Adam's Road Concert that are open to the community. Both ministries share the Gospel.
- CPC has a booth at the county fair, where we offer refreshments and prayer.
- CPC hosts Classical Conversations, a Christian homeschool group that meets once a week during the school year.
- CPC sponsors Mothers of Preschoolers (MOPS) Group.

16. Describe the strengths of your congregation.

We have a unified commitment to the Bible as God's word to us, a strong sense of community, a willingness to care for each other, and a desire to reach out to our community.

17. List specific problems with which your congregation struggles.

Though we are involved in several outreaches to our community, we struggle with how to grow in this area.

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

Three goals guide our life together in this order:

1. Surrender - Proclaiming the Gospel, so others come to saving faith.
2. Connect - Inviting our congregation to connect with other believers through Sunday service, small group Bible studies, men's breakfast, women's ministry, youth group, and other ministries.
3. Serve - Encouraging the congregation to use their gifts and talents to serve in the church body and community outreach.



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19. Has there ever been disciplinary action taken against a pastor of your congregation?

Yes     No

20. Has there ever been any disciplinary action against an elder or deacon of your congregation?

Yes     No

If you answered "Yes" to either 19 or 20, please explain.

The most recent disciplinary action taken was against the former youth director in November 2019.

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

Yes     No

If yes, date completed Initiated in 2017—completion ongoing.

If yes, attach copies of each statement or strategic plan the church has completed.



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**Part 4: Leadership Expectations**

1. What five key characteristics, gifts, and/or skills should a person bring to the position?
  1. Love for God, the Father, Son, and Spirit
  2. Sound knowledge and expository preaching of the Scriptures
  3. Skill with and enjoyment of people
  4. Leadership and administrative ability
  5. Meeting the criteria of an elder as described in Scripture (I Timothy 3:1-7)



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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. Omak Presbyterian Church was the first Protestant church in the young town of Omak, Washington. Established in 1907, it was incorporated in 1910.
2. Our congregation moved from the PSUSA to the EPC in 2012 with the overwhelming support of members.
3. We started streaming services online, making it possible for people at home to join in worship.

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

1. How our church has met challenges says much about those who have gone before and those who remain.
  - a. Arson completely destroyed our building in 1988, we rebuilt a structure that stands as one of the loveliest in the county.
  - b. During an especially dangerous wildfire that came through our area, members met in the church and made sandwiches and cards for the firefighters.
  - c. With the advent of COVID, our doors were closed for two weeks, after which our elders decided to open the doors and hold services, though with plenty of precautions. Of course not all are attending as there are those who prefer for their own medical or personal reasons to isolate a while longer. Personal responsibility and freedom are the rule and we respect the individual choice made by our congregants.
  - d. We are most definitely a church body that shows love for its members. The body life— how we care for one another, how we put special effort in to making even fun events uplifting, and basically the genuine love and friendship in our congregation—is exceptional.



**Part 6: Other Information**

1. List the last three individuals who held the position of Pastor

Name	Dates of Service	
<u>William Heming</u>	<u>2011</u>	to <u>2020</u>
<u>Ken Peterson</u>	<u>2002</u>	to <u>2010</u>
<u>James Fiedler</u>	<u>1988</u>	to <u>2001</u>

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

- We are a complementarian congregation.
- The Session allows parental discretion concerning when children should be baptized, either as infants or upon profession of faith.

Clerk of Session John Freese Date 10/3/2021

Search Committee Chair Ron DeHaan Date 10/3/2021

We encourage churches to list their vacancies on the Ministry Staff Opportunities webpage at [www.epc.org/mso](http://www.epc.org/mso). For more information or to send your posting, email [info@epc.org](mailto:info@epc.org)