

Dauphin First United Church

Dauphin, Manitoba
2016



37 3rd Avenue N.W.
Dauphin, MB R7N 1H7
Phone: 204-638-4319
Email: dauphinunited@mtsmail.ca

OUR CHURCH COMMUNITY

Dauphin First United Church considers itself to be a welcoming and friendly congregation for all members, adherents, visitors and staff. In our search for ministry personnel, we are not placing any limitations whatsoever on persons who meet the qualification for this position."

THE COMMUNITY OF DAUPHIN

Dauphin is a friendly community that is rich in culture and natural beauty. Even though Dauphin has a city status, it offers a small town atmosphere in which to raise a family. Dauphin has a strong economic base that is continuing to develop.

The city motto – Everything You Deserve – emphasizes the wide variety of economic, cultural, social and recreational opportunities that are available to its residents.

The City of Sunshine - According to Canadian Geographic (March/April 2000), Dauphin ranks second among the sunniest communities in Canada. Dauphin has clear sunny skies 20.9% of the time on an annual basis.

Population:

City of Dauphin	8,085
RM of Dauphin	2,275
Within 100 km	45,230

Distance to Major Centres:

Winnipeg	311 km (194 miles)
Brandon	167 km (104 miles)
Saskatoon	499 km (312 miles)
Regina	378 km (236 miles)
U.S. border	270 km (169 miles)

Location

Dauphin is situated in the south-central portion of Manitoba. It is located at the junction of Provincial trunk highways #5, 10 and 20, in a valley between Riding Mountain National Park to the south and Duck Mountain Provincial Park to the northwest. Two of the larger inland lakes in the world, Lake Manitoba and Lake Winnipegosis, surround Dauphin's landscape.

Dauphin is a prime year-round destination. The natural geographic diversity of the area provides a multitude of recreational choices including boating, fishing, sailing, hiking, snowmobiling, biking, hunting, down-hill and cross-country skiing.

Manufacturing, agriculture, education and a growing business community compliment Dauphin's capacity as a regional centre for health care, education, services and retail in the Parkland region. Post-secondary education is available through Assiniboine Community College and Campus Manitoba.

Recreational Facilities

Dauphin has a multitude of excellent recreational facilities.

The Parkland Recreation Complex includes the Kinsmen Aquatic Center, curling rink, banquet room, lounge, administrative offices for the Dauphin Recreation Services and Credit Union Place. Credit Union Place is a multi-purpose entertainment facility that provides Dauphin with a venue to host a wide variety of sporting events, trade shows and entertainment events. The arena offers an ice surface, viewing lounge and walking track on the upper concourse. Major events have been held here such as the Royal Bank Cup, Western Canada Cup, Safeway Select Curling Bonspiel, the training camp for Canada's National Women's Hockey Team, and concerts by such groups as the Winnipeg Symphony Orchestra and Burton Cummings. After the completion of the recreation facility, the City of Dauphin experienced a variety of economic development with franchises such as McDonald's, Pizza Hut, and Tim Horton's locating in the community shortly after. Mr. Mikes Steakhouse and Boston Pizza are recent additions to the city.

The Vermillion Park Sportsplex was completed in 2011 and contains five baseball diamonds, a batting cage, two soccer pitches and a rugby pitch.

Vermillion Park Campground, located two blocks west of Main Street, provides the community with a beautiful setting for family events, reunions or a quiet relaxing day. The park includes camping sites, a walking trail, splash park and playground.

The Kinettes group has upgraded the public playground areas around the city.

The Countryfest Community Cinema is a community owned movie theatre. The 4-plex facility with stadium seating features the latest technology including 3D.

The D-Town Plaza skate Park was opened in 2014. It is a multi-use facility for skateboarders, bikers and snowboarders.

Major Festivals and Events:

- Dauphin Agricultural Society Fair (June)
- Dauphin's Countryfest (July)
- Canada's National Ukrainian Festival (August)
- Vintage Car and Motorcycle Show (August)

Dauphin offers an exceptional quality of life. Affordable housing, extensive recreation and outdoor opportunities, and world class festivals make Dauphin one of the best places to live in Canada.

For more information, visit our informative community website at www.dauphin.ca. There is even a specific section for New Residents.

The community of Dauphin truly is “Everything You Deserve.”

DAUPHIN FIRST UNITED CHURCH PASTORAL CHARGE

Dauphin First United Church was built in the 1960s and has been well maintained over the years. This two story building is of A Frame construction with concrete floors, an outside wheelchair ramp and an elevator at the central entrance. A new metal roof was installed on the sanctuary in the fall of 2008. The building is heated by a natural gas fired boiler and it is monitored by fire alarm and security systems. The seating capacity of the sanctuary is approximately 325 people.

Some of the physical features of our church building are as follows:

Gross floor area – 17,518 square feet

Ground floor area - 10,230 square feet, `



Secretary's Office

The main floor consists of the Sanctuary, Minister and secretary's offices, work room, storage space and the elevator lobby. The second level has the Board Room and 2 offices, one of which is rented to the Dauphin and District Handi Van. The middle level consists of a large auditorium (tabled seating capacity for 200), washrooms and a large brightly lit kitchen. The lower level contains a small auditorium, the choir room 2 meeting rooms, several potential Sunday school rooms, a Youth Lounge, and a playroom/ nursery.

OUR CHURCH ORGANIZATION AND GROUPS

OFFICIAL BOARD

Dauphin First United Church has a unified Board model of governance under the UCC Manual. The Board consists of a Chairperson, Past Chair, Chair Elect, Treasurer and Secretary and Ministry Personnel. Each committee has a chair who becomes a member of the Board, along with a representative of the UCW. Our Trustees know that they are welcome to send a representative but do not always do so. The Board meets once a month (traditionally the third Wednesday) in the evening. Committee chairs and other board members are encouraged to have reports prepared and circulated prior to the meeting. Our constitution was updated in 2013 and the board is working on updating a number of internal policies (i.e.: wedding, funeral, rentals etc.). The Board does not meet over the summer but keeps in touch electronically to stay up to date. Temporary interest groups or ad hoc committees are formed to deal with specific events or initiatives when and if needed.

MINISTRY AND PERSONNEL COMMITTEE

The current Ministry and Personnel Committee at Dauphin First United Church consists of five active church members.

An M&P committee is mandated for each Pastoral Charge by the United Church of Canada. The committee follows the processes that are outlined in the Handbook for Ministry and Personnel Committees that has been prepared by the Pastoral Relations Committee, Division of Ministry Personnel & Education and The United Church of Canada.

Dauphin First United Church not only has a paid ministry position, but also a secretary and caretaker. As well, there are also two part time permanent employees, an organist and a choir director, who receive wages and thus fall under the mandate of this committee. We also have a number of volunteers that assist with various duties in our church.

The goal of this committee is to work effectively with the Official Board, members of the congregation, our volunteers and the five staff members. Our committee is a confidential, consultative body that supports the pastoral relationship. It has a supportive role while, at the same time, carrying out supervisory functions.

A more detailed description of this committee's functions can be found in the Handbook. Liaison is of course one of the most important roles of this committee. Confidentiality and fairness are two main pillars of our work. This committee expects to work closely with the Northland Presbytery Pastoral Relations Committee and the Personnel Minister for the Conference of MNWO in ensuring a healthy pastoral relationship with all partners.

MISSION AND SERVICE & OUTREACH/COMMUNITY BUILDING

The goal and mandate of this committee is to meet the Mission Statement of our church. At the current time of the preparation of this JNAC, we do not have a chair for this committee. Committee members (we currently have eight) are always ready to assist in areas that are identified by the board or specific initiatives.

Mission & Service

The minute for Mission reading is done on a weekly basis. There are times that it is amended to reflect local or current issues.

The congregational goal is set at our Annual Congregational Meeting and is met through regular donations and "fun" appeals (our celebration jar comes out each Sunday and special events are held: recently the "Name that machine" a breathing apparatus that one of our congregational members has.)

Outreach

We try to look beyond our own church doors and address issues that affect our local community, national and sometimes international issues.

We have traditionally done Sunday worship in support of the Leprosy Mission. We also collect postage stamps for them.

We do a Camping Sunday with a collection in support of Wellman lake United Church Camp

We are involved with our local Food bank in two different ways: We keep collection bins in the narthex of the church for donations and do special food appeals during the year. This past year we have joined with the Church of Christ in supplying a nutritious meal to Food bank applicants six times a year (out of 26 total intake dates)

During the Christmas season we participate in the community Adopt a Family program, where we provide hampers for four families. We also have a Mitten tree to collect mittens, hats and scarves; these are then given to the local schools for children who need them.

One exciting initiative that we have just commenced is to join with other area churches to try to sponsor a number of Syrian refugee families to come to our community.

Our church is home to the Scouts, Cubs, Guides and Brownies, to whom we have provided facility use for a number of years.

Community Building

This group of people make themselves available to provide lunches and fellowship after church when we have our annual congregational meeting and other congregational events as they arise. They also assist at some of our fundraising events by organizing refreshments for those who have attended, after

the performances. There is an off-shoot of this group that periodically provides pre-worship coffee and refreshments approximately once a month. We call this Go Cup Sunday, asking people to bring their own cups.



WORSHIP AND CHRISTIAN EDUCATION COMMITTEE

Worship

At the present time there are seven members. Our duties are to ensure that worship happens for all ages; have greeters, scripture readers and candle lighters for Sunday worship. We also prepare the elements for Communion and Baptism. We have introduced a gluten free station for communion. Communion was celebrated five times in 2014. To ensure communication we meet with the minister once a month, either as a group or thru emails and phone calls. We assist the minister for special services i.e. Christmas and Easter. Historically during Lent and Easter we gather for Ash Wednesday; Maundy Thursday; Good Friday. We are very fortunate to have one member of our group who has taken on the decorating for each season transforming our worship space to reflect the season. The chair of committee meets with the minister, choir director and musician to select hymns for Sunday worship; we try doing about a month at a time. Historically we have two joint worship services with the church family from the Anglican Church; Good Friday (take turns hosting) and an outdoor service at Fort Dauphin (later June). We have special appeal Sundays for the Leprosy Mission and Wellman Lake United Church Camp. We have experienced with "Messy Church" format for an intergenerational service. Statistics: In 2014; Dauphin First United Church; worshiped 55 times with an average attendance of 54.

Bible Study

Historically we have a bible study for Lent and Advent.

Sunday school

Two women with no vested interest are the leaders of the Sunday school. Parents do take turns leading the classes. At present we are using the Hands on Worship curriculum from Group Canada which is a program for 2 to 14 year olds together in one group. Classes run from September until the second week of May with breaks for Christmas and spring break. There are 16 children registered but with, with visitors, there are 12 children in attendance on average. We do see a drop in attendance when hockey season rolls around. The children weekly donations go to Mission and Service.

Theme Time



MEMORY GARDENS

The Memory Gardens are a joint long term project of the Board and the congregation. A few dedicated members provide the labour and imagination for the continuance of this project. The intent is to remember our lost loved ones and memorable times as well as the provision of a beautiful and quiet place in the centre of downtown Dauphin. Donations are gratefully accepted for the purchase of annual flowers and development of the gardens.



PROPERTY COMMITTEE

The property committee is charged with keeping our facility maintained and improved as required. We have recently upgraded our washrooms to make them barrier free and up to current standards. With a financial contribution from the UCW we are in the process of replacing some of the counter tops in our Kitchen. We have upgraded our lawn care and snow clearing equipment in the last few years. In an effort to make space available for rent, we have relocated the Minister's Study into the room which was previously used as a Chapel. This allows the Minister to be closer to the Entrance and the Secretaries Office thereby making our Ministry personnel more accessible to the congregation and the public.

We continue to address maintenance issues as they arise, keeping within the requirements of our budget. All major projects are budgeted for and special appeals are made to help with the required funds.

UNITED CHURCH WOMEN

The United Church Women are a group of dedicated women who work within the church and community. The UCW has a strong outreach program which includes hospital and personal care home visitations as well as visiting the sick and shut-ins in their own homes. They are responsible for two birthday parties per year at the Dauphin personal care homes which include a program and lunch for the residents.

The main fund raising effort of the UCW is catering to funeral lunches. Additionally, they hold one or two teas per year. The UCW is responsible for maintaining the kitchen and keeping it supplied.

Another outreach function of the UCW is a Prayer Shawl ministry which provides shawls to people in the community who are undergoing cancer treatment. One UCW member, typically the president, sits on the Church Board.

CHOIR

We have a very talented and dedicated group of people who have had a great deal of experience with many kinds of music, thus providing an interesting, exciting and strong musical program. Our Choir Director lends new meaning to the words talented and dedicated. Our accompanist is a talented pianist and organist.



COMMUNITY USE

Our church has been used for many years as the “home base” for the Dauphin Scouts, Beavers and Girl Guides. Three evenings a week the large auditorium has been set aside for their use for meetings and events. At present, the Scouts are without local leadership and are not meeting but we hope to see them back soon. A storage area for both the Scouts and the Guides is provided, all free of charge.

During the Christmas season our sanctuary is given for use by an ecumenical group of singers to perform a Christmas Cantata as a fundraiser for our local Food Bank. Two of our local music teachers also use the building for their recital performances.

Facility rentals play an important part for our finances. We have an office area that is rented by the local Handi Van Assoc. as their operational base. We have recently signed a three year lease to continue this arrangement. The Weight Watchers group use our small auditorium once a week for their meetings and we also host a local Zumba exercise class twice a week.

We are currently looking at options to rent out other space to local groups. We also have a local policy in place for rental of our sanctuary area for “church appropriate” functions.

We continue to look for rental options to help our bottom line.

POSITION DESCRIPTION - FULL TIME MINISTER

1. We are looking for a person with a clearly defined pastoral approach, who has a good self-image and a commitment to self care and a strong sense of call to serve as a covenanted minister within the United Church of Canada. This person must be a collegial leader who is both innovative and energetic, and at the same time having a deep appreciation of the traditions of DFUC. We seek a minister who listens, ponders, imagines, and models these as a means of empowering others to give voice to their hopes and dreams for the church.
2. A person who is a real people person, outgoing both in the church setting and in the wider community setting, both willing and able to meet the diverse pastoral needs of a vibrant church family that values its role "as the church to the unchurched"
3. A person with a commitment to faith formation for all age groups and is able to provide leadership, direction and support to volunteers involved in a variety of programs.
4. A person dedicated to developing and sharing a vision of the future with open and honest communication, providing information to the whole church family and to develop trust and a respectful environment within our church.
5. A person with good worship leadership skills enabling worship to engage and inspire the holy imagination of the church family.
6. A person with an administrative style that is collegial, and collective, as part of a team that includes Church administrator, caretaker, musicians, choir director, Sunday school coordinator.

We have designed our position description to follow the Standards of Practice for Ministry Personnel within the United Church of Canada. It also incorporates the Ethical Standards as outlined by the Church.

It is understood that there are a number of areas in logistics that may have to be negotiated, and a good working relationship with the Ministry and Personnel Committee and the Board will allow this to happen.

The following is a list of priorities as determined by a survey of our congregation.

Priority #1

Leadership: Ministry personnel will provide leadership within the organizational structure of the congregation that is collegial, collective, and encourages others to offer their gifts of ministry within our congregational life and in the wider life of the church. Ministry personnel must be aware of and accept their trusted position within our congregation in ways that foster good communication. Ministry personnel must be skilled in and willing to address areas of conflict resolution that arise from time to time in the life of any healthy community. Leadership style needs to focus on cooperation, collaboration, and consultation.

Priority #2

Worship: Ministry personnel have primary responsibility for the conduct of worship. We expect our Ministry personnel to work with our worship committee to plan and facilitate worship that engages and challenges the people of God to explore and expand their relationship with the sacred and holy within the parameters of the UCC. Ministry personnel are responsible for sacramental leadership and for special services such as wedding and funerals. Services of worship will inspire, strengthen and encourage people in the faith journey. Services of worship will encourage and support the participation of lay people in worship.

Priority #3

Faith Formation and Christian Education: Ministry personnel shall liaise with Christian Education in ways that foster Children's, Youth, Young Adult, and Adult faith formation through providing educational opportunities for leaders, facilitating confirmation and baptisms, and generally encouraging people to grow in Christian Faith. Ministry personnel shall both encourage and initiate programs that meet the needs of our congregation through addressing both the spiritual needs of an aging congregation and encouraging the participation of children, youth, and young adults in the life of our congregation.

Priority #4

Pastoral Care: We see Pastoral Care as a priority within our congregation. Our Ministry personnel are responsible for visiting in local hospitals, personal care homes, maintaining contact with shut-ins through our visiting programs. Ministry personnel shall encourage and facilitate processes to ensure that Pastoral Care extends to all members and participants within the life of Dauphin First United Church. Ministry personnel will be a supportive presence for and accessible to people in times of change and crisis. An overall Pastoral approach, wherein people are valued and cared for, is an essential gift that Ministry personnel must provide.

Priority #5

Community Outreach and Social Justice: Our Ministry personnel should be actively engaged in the local Ministerial Association and foster congregation participation in a variety of social justice ministries within our community. IE: food bank, clothing distribution. Ministry Personnel will also raise issues of Social Justice within the congregation and share information with board, committees, and congregation that foster both outreach and social justice. This church has an active Mission & Service / Outreach Committee with whom the minister can share ideas and develop resources.

Priority #6

Denomination and Communities: We expect our Ministry personnel to be an active participant in the Life of Northland Presbytery, the Conference of Manitoba and Northwestern Ontario, and the United Church of Canada. Specific responsibilities in this area will change from time to time, and Ministry personnel should consult with & seek approval from the Ministry and Personnel Committee prior to accepting positions of responsibility within other courts of the church.

Priority #7

Continuing Education: We see continuing education as a necessary tool for ongoing learning and skills development for ministry personnel. Continuing Education goals and projects will be chosen in consultation and/or with the advice and input of the Ministry and Personnel Committee. We provide 3 weeks per year for Continuing Education in accordance with UCC policy

Priority #8

Administration: Our Ministry personnel generally oversee the Administrative Process of ensuring that documents are kept in accordance with United Church Polity and is conversant with the organization, governance, and policies of the UCC. Our Ministry personnel are responsible to exercise this administrative oversight in coordination with our Church Administrator, board and committees in a way that enables communication and encourages new ideas. We do not see our Ministry personnel as the supervisor of our Administrator, Caretaker, or other staff; rather we see Ministry personnel as a part of a team that ensures the smooth administration of the affairs of Dauphin First United Church.

Priority #9

Self-Care: We at Dauphin First United recognize that we expect a lot of our Ministry personnel. One of our expectations is that people are responsible for maintaining a healthy balance in their personal lives. We encourage Ministry personnel to work in conjunction with our Ministry and Personnel Committee to maintain physical, emotional, and spiritual well-being.

Compensation and Benefits will be reviewed on a regular basis and follow the guidelines issued by the United Church of Canada. Extensive use of the Ministry and Personnel handbook and related materials will provide guidelines for any pastoral relationship

It is impossible to put down all of the work that a minister may be asked to do. The position is meant to be a living and growing position, providing for the needs of the church locally and beyond and adjusting as needed as new challenges arise.

TERMS

Salary

Dauphin First United will offer compensation in accordance with the levels outlined by General Council. A more competitive package may be negotiated.

Office & Secretarial Support

The secretary works Tuesday to Friday from 9am -3:00 with a lunch break for a total of 22 hours per week

Study Leave, Continuing Education and Book Allowance

Up to three weeks study leave is provided. The Ministry personnel are encouraged to utilize this time, in discussion with the M & P Committee. There is a yearly allowance of \$1500 provided in the budget.

Travel Allowance

Travel allowance is paid at the prescribed rate as per the United Church of Canada policy and substantiated with travel logs.

Benefits

- Benefits, as per the United Church of Canada and legislated by the Manitoba labour laws, are provided.
- Four weeks of vacation
- Additional benefits may be considered on an individual basis. When there are five Sundays in a month, this fifth Sunday may be substituted as a day off.