

**THE UNITED CHURCH OF CANADA
L'ÉGLISE UNIE DU CANADA**

MINISTRY PROFILE

St. Paul's United Church

Assiniboine Presbytery

June 2017

286 Nelson St. W., Box 547, Virden, MB R0M 2C0

<https://stpaulsvirden.wikispaces.com/>



RECOMMENDATIONS: (MOTIONS)

Motions approved by the Local Ministry Unit/Pastoral Charge:

1. Moved by Darwin White Seconded by Janice Simpson

That the Virden Pastoral Charge, having received the Ministry Profile, request that the Conference of Manitoba and Northwestern Ontario declare one full time vacancy in this pastoral charge, in accordance with the following terms, as outlined in the report:

2. Moved by Bruce Sawyer Seconded by Marian Kalynuk

That the Ministry Profile Report and the Financial Viability Review for Virden Pastoral Charge be forwarded to the Conference of Manitoba and Northwestern Ontario.

3. Moved by Maxine Chacun Seconded by Diane Janzen

That the Virden Pastoral Charge elect the following persons to the Search Committee, with additional representatives to be determined by the board if required: Gerry Gatey, Fran Bayliss, Marilyn Warkentin, Lyn Fefchak, Denise Weir, Glenda Hayward and Mariam Nichol.

4. Moved by Len Collier Seconded by Gerry Gatey

That the Virden Pastoral Charge Search Committee be allowed a budget of \$2,500, in order to set up and support the Search process.

5. Moved by Diane Janzen Seconded by Gerry Gatey

That Virden Pastoral Charge approve a moving budget of up to \$10,000.

6. Moved by Donna Torry Seconded by Betty Anderson

That the Virden Pastoral Charge disbands the Ministry Profile Group, with thanks for their work.

THE UNITED CHURCH OF CANADA

L'ÉGLISE UNIE DU CANADA

Demographic, Financial, and Community Profile

PART A: ABOUT OUR PEOPLE:

(Multi-point Local Ministry Units will complete Part A, B and C for each congregation)

Number of congregations: 1 2 3 NA (e.g. for Outreach Ministries)

Congregation A St. Paul's United 498 75
(Name of Congregation) (# on roll) (Avg. Sunday attendance)

We think of ourselves MAINLY as: Rural Remote Small town Suburban
 Urban Inner City Other _____

Most of us live (check only one): In apartments In single-family homes
 In retirement homes In long-term care homes
 On working farms On rural retirement properties
 Other _____

The rest of us live (check all that apply): In apartments In single-family homes
 In retirement homes In long-term care homes
 On working farms On rural retirement properties
 Other _____

Our congregation includes (these numbers don't need to be exact, rather it should give an approximation)

Infants and pre-school 6 Children (5-12) 12 Teens (13-19) 11
Young adults (20-30) 31 Adults - (35-50) 88 Adults- (51+) 98
Young retirees (51-64) 46 Older Retirees (65-70) 56 Seniors (over 70) 260

Non-Resident 194

Most of us...: (choose one)

Grew up in this area Moved to this area for work

Moved here to be close to family or other resources Moved here for other reasons

Many of us work (or used to work) in the following industries or sectors: (check all that apply)

- Health or social services Education Manufacturing Transportation
 Agriculture and food production Tourism/Hospitality Retail
 Environment Mining/Forestry Information Technology
 Government Other (specify): Oil Industry

Our congregation is like: (choose one that best applies)

- A big family where we all know each other;
 A medium sized church where we recognize each other but may not know each other well;
 A big church with lots of staff, where small groups of people are close to one another based on common interests.
 Other description:

Our heritage as a local ministry unit: (check one that best applies):

Has its roots as a Methodist/Congregationalist/Presbyterian/Local Union/Aboriginal congregation prior to Union in 1925;

OR, Began

between 1925 and 1945. between 1945 and 1965. between 1965 and 2000. After 2000.

We think of our local ministry unit as in the following way: (choose one that best applies):

- We have a new vision and are really excited; still working out how to live into that vision
 We are clear about our vision and purpose and have/are developing the skills and gifts to bring it about; we are excited and optimistic about our vision.
 Our congregation is changing and it is clear that we can no longer continue as we have been. We have some anxiety and either have a rough idea or don't know how to go forward. We believe that we have a future but can't quite see it.
 We see that the ministry within this community is probably winding down after many positive and productive years of faithful ministry, mission and service; we want to celebrate what we have been as we intentionally and graciously end this ministry.

We also want to say this about our ministry:

Our congregation is changing and it is clear that we can no longer continue as we have been. We believe that we have a future and our future is a work in progress.

PART B: ABOUT OUR TANGIBLE ASSETS

Governance structure:

How many people are on your Governing Body? 17

How many are typically present at a meeting of your Governing Body? 17

Our Church Building(s): (include information for each building if more than one)

We don't have a church building. (if you check this one, please comment briefly on where you worship and what other spaces you use for your ministry.)

Or

We have 1 (how many) building(s).

Our church building(s) are mostly: (choose one that best applies):

Newly built in the last 10 years.

Significantly renovated and .

Is doing pretty well given that it has served us for many years. Some repairs may need to be done, but nothing major.

Is in need of significant work or repairs in order to be used in the coming years.

Sanctuary holds 230 people

Are there meeting rooms? Yes No

What are they used for?

Committee meetings, church council, prayer shawl, Thursday Drop In Coffee, Funeral Lunches, Rummage Sales, Village Choir, etc.

Is there a nursery? Yes No

Are the nursery toys/furniture compliant with current safety standards? Yes No

Are there Sunday Schools rooms? Yes No

How many? 2 Are they also multipurpose use? Yes No

Are there activity rooms? (i.e. quilting, gym, library) Yes No

Brief descriptions: N/A

Where is the office located for the minister? Either off the Narthex or upstairs (there are 2 offices)

Describe it:

Regardless of the location, the minister's office has a desk, chair, bookshelves, & extra chairs. A laptop or a desk computer will be provided.

Is the building used by outside groups as well as ministry activities? Yes No

Brief descriptions (tenants, occasional rentals, frequency of use)

Girl Guides - weekly, Bridal and Baby Showers, Prayer Shawl Group - weekly, Rummage Sales - twice a year, Piano Festival - once a year; Family gatherings, occasional rentals, Coffee Group - once a week, etc.

Is there a photocopier in the church? Yes No

Is internet provided at the church? Yes No *if yes* High Speed Dial-up

Is the church accessible (including for those with disabilities)? Yes Tell us how: Lift No Elevator

Administrative Support:

Is there support for administrative tasks (e.g. bulletin, scheduling, reception)?

Yes No

If yes, how many hours per week? 25 Hours per week - except in July and August when it is 15 hours per week.

If yes, is this paid or volunteer or other (please specify)?

Ministry and Personnel Committee:

How many members? 3

How often does the committee meet? Monthly.

Has one or more of the committee members attended an M&P Committee Training event in the last three years? Yes No

Who takes the service when your minister is away on holidays or study leave?

We have Lay Worship Leaders. Worship Committee is responsible for getting pulpit supply. They have a list of people who would be capable/able to take over a Sunday Service while the minister is away.

PART C: ABOUT OUR FINANCES

The word or phrase that best describes our current financial situation is:

- Abundant Adequate Not meeting expenses but optimistic
- Not meeting expenses and relying on bequests and reserves to fund operating budget.
- Other (describe)

Our Revenue Sources are (please indicate approximate percentage of your current operating budget that comes from each source:

Congregational givings 80% Congregational Fundraising Activities 10%

Rental of building/services 3% Bequests/Reserves/Investments 7%

Other (please briefly describe):

Our Financial Reserves:

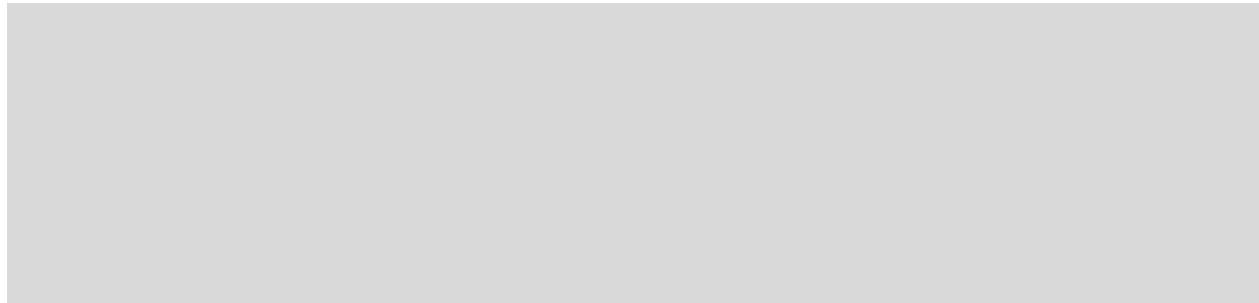
We have sufficient reserves in the bank that we could cover three months of expenses if we had an emergency. Yes No

Our Financial Accountability:

Our financial statements are reviewed by an external person each year:

- Yes: a formal third-party review.
- No: (describe)

We have completed the financial viability form. Having done so, we believe that we can financially support the recommendations made in this report.



PART D: ABOUT OUR COMMUNITY

This is what we love about our community. This is what makes it unique.

The Town of Virden is located on #1 highway, halfway between Regina, SK and Winnipeg, MB, approx. 75 km west of Brandon. Virden is home to 3,322 friendly residents and is a larger centre for many small rural communities. The main industries that drive our community are farming and oil.

Virden has 2 elementary schools (K-4), a junior high (5-8) and a high school (9-12), 2 pre-school groups, a subsidized day care centre, a public library and various government offices. Virden offers an array of shopping facilities, including 2 pharmacies, a lumber/hardware store, 2 clothing stores, variety stores, 2 grocery stores and small unique shops as well as various restaurants ranging from fine dining to fast food chain outlets. We have 3 auto dealerships, an RV dealer, as well as a Recreation and Watersport dealership.

Virden has a medical clinic with 7 full-time doctors and hospital, ambulance service and air ambulance, 2 chiropractors, 2 optometrists, dentist, physiotherapist as well as alternative medicine, 3 law offices, 5 accountant offices, 2 personal care homes, subsidized senior housing complexes, a housing complex for 60+ and over 30 condos & several life-lease apartments. There are 3 major banking institutions and a branch of a large credit union and a variety of hotel and motel services.

Our community has ACL and KELCHRIS which provides housing and work skill opportunities for mentally and physically challenged individuals. We have a Virden & Area Food Cupboard, a Christmas Cheer Organization and a Virden Area Foundation which supplies grants to various local organizations as well as a Virden and Area Ministerial Association. There are many service clubs in Virden as well.

Cultural, recreational and entertainment opportunities are plenty. Whether it is live theatre, cinema, concerts, new recreational complex, soccer pitch, baseball diamonds, golf course, outdoor swimming pool with water-slide, curling rink, art club, gym, ceramics or our Manitoba Junior Hockey League team the "Virden Oil Capitals" there is something for every interest. Virden has a historical Auditorium Theatre used for local plays, professional concerts, local festival and recitals, as well as a restored Train Station used for local art gallery and a magnificent Costume Closet.

Virden is great for the outdoor enthusiast. There are cross-country ski trails outside of town and many residents enjoy walking or cycling the perimeter roads. Aspen Grove campground with swimming pool is approx. 15 km. and Oak Island Resort with its beautiful golf course is 30 km east. The Assiniboine Valley is 5 km from Virden and offers great spots for picnicking, fishing and canoeing. Asessippi ski resort is approx. 150 km away and is known for skiing, snowboarding and summer sports activities as well.

Our population has grown and become diversified as we welcome immigrants from several countries who have come to the area for work opportunities.

We also have an APPLE organization - Association for Parents and Professional Literacy Education. There is an abundant housing market with a good range in prices.

Here are two or three websites that offer detailed information about our community:

Arts Mosaic - www.artsmosaic.ca

Town of Virden - www.virden.ca

Prairie West Recreation - www.prairiewestrecreation.com

Chamber of Commerce - www.virdenchamber.ca

The three economic, demographic or political challenges or characteristics facing our area are:

Daycare space is somewhat of a challenge. The Oil industry - Oil prices have taken a downturn however the future is starting to look more promising, while Agriculture is holding its own.

Other faith communities represented in our community/region are: Catholic, Anglican, Victory, Baptist, Alliance, Pentecostal and Jehovah Witness

We have close ties with the following faith communities: We are a member of the Ministerial Association and do participate in local inter-faith work - i.e. take our turn providing services at our 2 personal care homes and participate in the World Day of Prayer.

Ministry and Mission Profile

Website Address: <https://stpaulsvirden.wikispaces.com>

Brief Description of Local Ministry: St. Paul's remains committed to deepening our spiritual journey with God, the community and each other. We do this by practicing discipleship through Christian service locally and beyond. We endeavor to be good stewards of our human, environmental and fiscal resources. We continue to be active for a just and right world by advocating for justice and human rights. St. Paul's strives to be an inclusive congregation, welcoming people from all paths.

Our Worship Style: We are committed to a faithful experience of contemporary and traditional forms. Our worship service is intergenerational and the congregants are active in assisting as ushers, readers, communion servers, etc. Flexibility is key as we focus our energies on whatever is happening in the world and community today.

Vision and Mission Statement: As a faith community we are committed to sharing God's love and grace and to proclaim the Gospel of Jesus Christ through worship, study, work, action and fellowship. As the people of St. Paul's we aim to provide a safe, nurturing environment where we accept and welcome all into the life and ministry of St. Paul's family. We are dedicated to being good stewards of God's world, working and living towards justice and freedom for all of God's people.

Category Title	This is who we are as a Local Ministry Unit:
<p>Community Outreach and Social Justice</p>	<p>We are currently doing the following in community outreach and social justice:</p> <p>The Mission and Service Fund, Virden and Area Food Cupboard, Christmas Cheer, Steven Lewis Foundation, Westman Women's Shelter, Habitat for Humanity, Fair Trade, Canadian Food Grains Bank, and many others.</p> <p><input checked="" type="checkbox"/> We have a specific goal related to community outreach and social justice as follows: To continue to support the above and other needs that may arise.</p> <p><input type="checkbox"/> We do not have a specific goal related to community outreach and social justice.</p>
<p>Church Community and Neighbourhood</p>	<p>We are currently doing the following in the church community and neighbourhood:</p> <p>Taking our turn with monthly services at our 2 personal care homes; Thursday Morning Drop in Coffee, Prayer Shawl, Casseroles for pastoral care, Sunday Fellowship Muffin morning.</p> <p><input checked="" type="checkbox"/> We have a specific goal related to the church community and neighbourhood as follows: To continue to support the above and other needs that may arise.</p> <p><input type="checkbox"/> We do not have a specific goal related to the church community and neighbourhood.</p>

Faith Formation and Christian Education	<p>We are currently doing the following in faith formation and Christian education: Sunday School Program.</p> <p><input checked="" type="checkbox"/> We have a specific goal related to faith formation and Christian education as follows: There is a desire for an adult study group in various formats.</p> <p><input type="checkbox"/> We do not have a specific goal related to faith formation and Christian education.</p>
Leadership	<p>We are currently doing the following in Leadership: We currently have a Lay Ministry team and there are people who will step into this role - but we are always looking for people to step into this role. We have strong leadership within our church council members and within the congregation. We have the willingness to take on these roles, but we need the support to follow through.</p> <p><input checked="" type="checkbox"/> We have a specific goal related to Leadership as follows: We are identifying people who may be interested in leading worship while the minister is away.</p> <p><input type="checkbox"/> We do not have a specific goal related to Leadership.</p>
Pastoral Care	<p>We are currently doing the following in pastoral care: Prayer Shawl Committee, Casserole Committee, Visiting Team to the hospital and our homes, etc.</p> <p><input checked="" type="checkbox"/> We have a specific goal related to pastoral care as follows: To continue what we are doing now.</p> <p><input type="checkbox"/> We do not have a specific goal related to pastoral care.</p>
Spirituality and Self-Care within your Local Ministry Unit	<p>We are currently doing the following in Spirituality and Self Care: The minister is to have one Sunday off, in a month having five Sundays. We expect the minister to have a five-day work week, and take the equivalent of two days off per week.</p> <p><input type="checkbox"/> We have a specific goal related to Spirituality and Self Care as follows:</p> <p><input checked="" type="checkbox"/> We do not have a specific goal related Spirituality and Self Care.</p>
Worship	<p>We are currently doing the following in Worship: Prayer, Scripture, Songs/Music, Choir, Projector Screen - using modern technology, relating scripture with current affairs, vibrant Sunday School.</p> <p><input checked="" type="checkbox"/> We have a specific goal related to Worship as follows: Continue and enhance our services through music and technology as much as possible to reach out to all our congregation.</p> <p><input type="checkbox"/> We do not have a specific goal related to Worship.</p>

Ministry Position Description

Closing Date: August 10, 2017

Position Title: Minister for St. Paul's United Church, Virden.

Position Profile: Full-time Part-time If Part-time, hours/week _____
 Solo Team ministry (# of other Ministry Personnel): __

Position Summary: (2-4 sentences that summarize the position)

The minister will lead and provide weekly worship services, pastoral care to St. Paul's flock.

The minister will relate well to youth, adults and seniors.

The minister will take an active interest in our community.

Please attach "a detailed job description including all of a minister's duties and indicating the percentage of time per week that each duty takes ". This is to ensure that the pastoral charge/community ministry is able to meet Canada Revenue Agency requirement that this be available for those making application for Clergy Residence Deduction (T1223).

Accountable to:

This position is accountable to the governing body of the local ministry unit, through the Ministry and Personnel Committee. Ministry Personnel in this position description are under the oversight and discipline of the presbytery.

Administration: Regular office administration (phone calls, e-mails, scheduling, consulting & planning with other staff, etc.). Attending Church Council meetings, Committee meetings as requested, and the annual general congregational meeting. Attend regular Presbytery meetings and Conference Annual meetings.

Community Outreach and Social Justice: Support the outreach initiatives of the individual congregation as well as the pastoral charge in ministry to the community & the world. To raise awareness of social justice issues from the wider United Church.

Continuing Education: 3 weeks allowed Study Leave

Church Community and Neighbourhood: Have a presence in the community. Be part of the Virden & Area Ministerial Association. Provide leadership as requested at community events.

Faith Formation and Christian Education: Facilitation of adult Christian development programs, such as confirmation preparation and other opportunities for learning and growth. Providing preparation for Baptism & Marriage (weddings as requested). Providing support and encouragement for lay leaders & committees, including finding and sharing resources.

Leadership: Leadership should be supportive & open-minded, flexible, innovative in all aspects of our church life. We believe leadership is embedded into all aspects of the position. The minister is involved with all committees, while still empowering them to independently live out their mandate. Support our music ministries & our worship committee & work closely with the choir in selection of hymns related to worship.

Pastoral Care: Bereavement follow-up; Home and hospital visiting in Virden and area & Personal Care Homes or elsewhere if needed. Training and support of lay pastoral visiting team. Involvement in the wider community.

Self-Care: Our Ministry & Personnel Committee monitor and support the needs of our minister, to ensure he/she is doing self-care & that his/her needs are met.

Worship: The most important element of this role is leading us in worship & helping us to understand & apply what is in the Bible to our everyday, ordinary lives. We want to be energized by the message so that we can go out into the world & help make a difference. We also want others to hear about what our church offers us so that they are inspired to worship with us. Music is integral to our worship service.

Other Required Knowledge, Skills and Abilities: We are seeking an engaging speaker & leader with welcoming positive energy. The candidate will need to be genuine, visionary & accepting of all persons in our affirming church community. Will require solid communication & preaching skills and a strong connection with our children & youth.

Other “Preferred” Assets:

We are looking for someone who is:

- Kind, gentle, open minded, down to earth, approachable, nurturing
- Appreciative of different styles of music and knows how to weave it into worship.
- Modern, willing to try new things
- Able to base sermons on life experiences, and relate them to the scriptures.
- In tune with today's world
- Able to use honest and easy to understand language, making it easier to relate to.
- Open to becoming an Affirming Congregation

We are open to the following categories of ministry:

Ordained or Diaconal; Ordained Admission Applicant or Diaconal Admission Applicant or Designated Lay Minister – Recognized.

Terms of Employment:

The call/appointment will begin on the following date: September 1, 2017

Salary Schedule:

Manse included

N/A (no manse)

Minimum Comprehensive Salary up to and including Category F
for Cost Of Living (COL) group 3.

Additional salary above minimum:

Percentage 5% (*will continue to apply to increment and cost of living increases*)

Dollar amount _____ (*will not automatically increase according to cost of living or increment increases*)

N/A

Telephone/Internet costs (budgeted dollar amount): \$100.00/month

Continuing Education and Learning allowance: \$1,374.00/annually

Three (*minimum 3*) weeks of study leave in each pastoral year

Five weeks of vacation per year (*minimum of one month, including 5 Sundays*)

The minister is to have one Sunday off, in a month with five Sundays.

Minimum of three consecutive months of sabbatical leave after 5 consecutive years of service to the pastoral charge.

Moving Expenses to maximum of \$10,000 (*must be included*)

Other: Mileage - .39¢/km

ADP # W0Z6

St. Paul's United Church Ministry Job Description Viriden, MB

St. Paul's United Church requires a full-time minister. The Minister is accountable to the governing body of St. Paul United Church, through the Ministry and Personnel Committee. Ministry Personnel in this position description under the oversight and discipline of the presbytery.

WORK TO BE DONE:

Administration – 14%

There is a part time secretary but we expect our minister to attend to his/her own regular office administration (respond to mail and e-mails, phone calls) promptly. We expect our minister to look after the pastoral care areas – to attend regular church council meetings, worship meetings and other committee meetings as requested as well as the annual general congregational meeting. We also expect the minister to attend regular Presbytery meetings and annual Conference meetings. The minister is to regularly report to Ministry & Personnel about their work, including accountability for time, continuing education and goal setting.

Community Outreach and Social Justice – 2%

We would want our minister to participate in ministerial community events. We expect the minister to keep abreast of mission themes & stewardship campaigns and facilitate their implementation at the congregational level.

Church Community and Neighbourhood – 2%

We would like the minister to maintain and encourage the Pastoral Charge's current commitment to the Mission and Service Fund. We would encourage the minister to become involved in community events that pertain to their individual interests.

Faith Formation and Christian Education – 2%

We would like the minister to facilitate the implementation of adult Christian development programs such as confirmation preparation and other opportunities for learning and growth. We would expect the minister to provide preparation for Baptism & Marriage (weddings as requested). Provide support and encouragement for lay leaders & committees, including finding and sharing resources.

Leadership – 5%

We would expect the minister to offer leadership and resources to the various committees. In consultation with Membership and Pastoral Care, ensure the Historic Roll is accurate and up to date.

Pastoral Care – 25%

We would expect our minister to ensure that regular visits to hospital, personal care home and shut-ins occur. We would expect the minister to conduct funerals and do bereavement follow-up. The minister will offer training and support of lay pastoral visiting team.

Worship – 50%

We would expect the minister to provide Sunday morning worship at St. Paul's year round. The minister will ensure additional services (Personal Care Homes – Sherwood and Westman) are prepared and led on a regular roster rotation – approximately once every eight weeks with communion at Westman and Sherwood as requested. The minister will preside at communion and baptism in keeping with church policy. The minister to offer resources and training to lay folk involved in the preparation and leadership of worship. The minister to offer leadership and resources for additional services of worship as required, including Longest Night Service, Candlelight service, Christmas Eve, Ash Wednesday, Maundy Thursday, Good Friday & Commemoration Service.