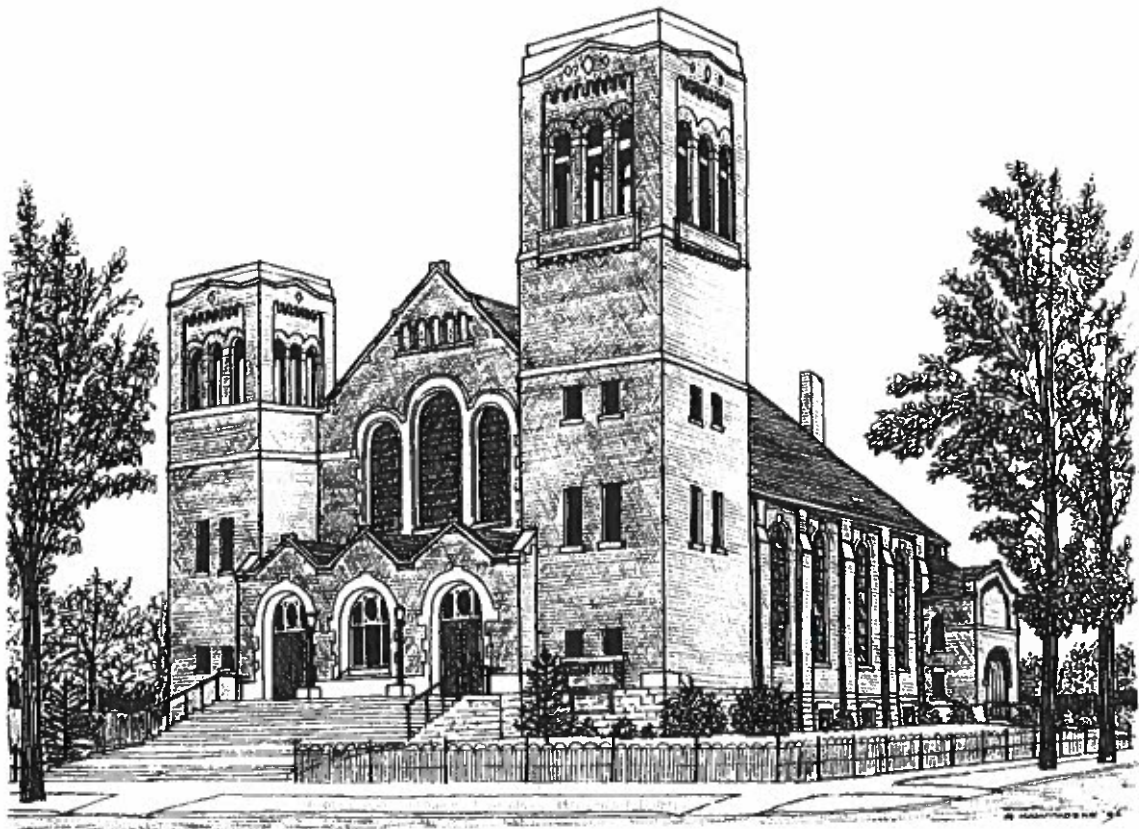


**THE UNITED CHURCH OF CANADA
L'ÉGLISE UNIE DU CANADA**

MINISTRY PROFILE

**Crescent Fort Rouge United Church
525 Wardlaw Avenue, Winnipeg MB R3L 0L9
November 18, 2018**



RECOMMENDATIONS: (MOTIONS)

It is moved by Linda Thorlakson and seconded by Peggy Barker that the Leadership Team of Crescent Fort Rouge United Church Pastoral Charge approves the report of the Ministry Profile Committee and its recommendation that the Settlement Commission of Manitoba and Northwestern Ontario through its Ministry Profile Review Committee declare a vacancy for the position of ordained/diaconal minister based on 40 hours per week beginning May 1, 2019 in accordance with the following terms:

1. Minimum salary up to and including Category F and COL 3
\$61,083
2. Additional salary above minimum salary (expressed as % or NIL) 7.26%
3. Additional salary above minimum (expressed as \$ or NIL)
\$4,434.62
4. Basic telephone \$420
5. Continuing Education \$1415
6. A minimum of three weeks of study leave within each pastoral year, including Sundays
7. A minimum of three consecutive months of sabbatical leave after five consecutive years of service to the pastoral charge.
8. A minimum of one month vacation (including five Sundays) within each pastoral year
9. Moving expenses based on reasonable estimates to an amount of \$15000 (to be negotiated if necessary)
10. Adequate administrative assistance defined as 35 hours
11. Travel expense reimbursement (based on the current *Minimum Salaries for Ministry Personnel*)
12. Pension and benefits as assessed
13. The pastoral charge commits to remuneration of the ministry personnel through the pastoral charge payroll service (ADP# WOXF)

- 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 3% Children (5-12) 7% Teens (13-19) 3%

Young adults (20-29) 2% Adults - (35-50) 15% Adults- (51+) 70%

Percentage of Retirees by age

Young retirees (51-64) 12% Older Retirees (65-70) 30% Seniors (over 70) 48%

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):

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:

**A History Reimagining Crescent Fort Rouge United Church known as the PATH Process
(2015 to present)**

Recognizing that like other United Churches, we have been experiencing the challenges of shrinking membership and an aging and increasingly unaffordable infrastructure, four years ago, a group of CFR members began the hard work of reevaluating our mission and goals.

We sought to discern what God is calling us to do through the power of our collective imagination.

With a carefully prepared set of questions, PATH, the committee of the church charged with leading the congregation in its reimagination process, consulted with every member of the congregation, to determine their dreams for the future, as well as the qualities of their faith tradition that they hold most dear.

The main areas of importance to church members were found to be:

- a sense of belonging
- the value of worship
- the church's tradition of hospitality to the arts
- the need to reach out to our local community

The next phase of the investigation had PATH members going out into the community to learn and find ways to serve.

Their focus was on the areas of Outreach and Hospitality to the Arts.

We looked for and found multiple needs and opportunities beyond our walls.

For **extended outreach**, we realized the opportunity to partner with our “in house” daycare and with a local elementary school. The Fort Rouge area has a higher than average percentage of children who are not ready in terms of their social and learning proficiencies for entering the school system. We have within our membership, capable seniors, many of whom are retired teachers, who are seeking meaningful ways to contribute. By matching volunteer seniors to the daycare and elementary school, “at risk” children can benefit from the extra attention and they will likely enjoy school more and perform better throughout their education experience. Crescent Fort Rouge has already often been considered the best small to medium capacity concert venue in the city. A dozen or more choral groups regularly perform their concerts in the sanctuary, so **expanding our hospitality to the Arts** was a logical goal and PATH began brainstorming with a well-known local folk music impresario. He saw tremendous potential to work with the like-minded CFR community and to take advantage of our outstanding concert space. He imagined producing a concert series focused on mature female artists who are often overlooked by concert promoters. As well, he dreamed of a folk music school, to inspire young people to learn in the art of making their own music.

In reviewing the results of the internal dialogue with our members and the external consultations with community groups, PATH evaluated the potential for various opportunities for reaching out to our community.

- Is this a good fit for CFR?
- Is there a benefit for the greater community as well as our members?
- Is there potential for funding and is this a sustainable idea as we move forward?

The analysis revealed three overlapping areas of outreach that seem to be a “fit” for our congregation and our community.

1. Support for daycare and school children, youth, and their young families
2. Providing meaningful activities for seniors in our church and surrounding community
3. Expanding and enriching our tradition of hospitality to the arts

The work of PATH since has focused on these three areas, determining both low and high resource means to enhance these ministries and to determine their feasibility and sustainability.

In the past two years, we have taken steps to broaden our endeavors in these three areas of ministry.

For **children**, we have provided volunteers to both the daycare and the local school. We have also partnered with Art City, a non-profit organization which attempts to allow all to participate in the creative, artistic process, regardless of socio-economic factors. With them, we created an after-school program, where kids are provided with art supplies, and are guided by professional artists to experience creating their own art. CFR supplies a healthy snack. This happens one afternoon per week and we have received outside funding to offer it for a year.

In the area of ministry related to seniors, we have hired a seniors' activity coordinator (as requested by seniors), also funded with a grant. We have provided exercise classes and a variety of educational events of relevance to seniors' health and lifestyle.

Hospitality to the arts has undergone several developments:

For the past three years, we have held a months-long Art Festival, focusing on theatre, dance, musical offerings, and culminating in a fantastic weekend, focused on a juried exhibition of visual art works, by Manitoba artists beautifully displayed in the sanctuary. The weekend also includes art demonstrations, music, a community barbecue, and children's activities. "Artfest" is an event that may create more enjoyment and connection of the church to our community, than anything else we do.

We have supported two well-known playwright/actors to create the Keep Theatre. This past winter they presented their first production in our church.

The relationship with our folk music friends has produced a number of concerts and a folk music weekend event called "Crankiefest". This is a precursor to a future Folk Music School.

We are in the midst of installing a new and very advanced sound system in our sanctuary. This will serve all performing groups, in providing "state of the art" sound for their events.

In moving forward to determine feasibility for our expanded ministries, a team of PATH members have tirelessly pursued funding through government, foundations, and other funding agencies. This is ongoing and has so far, been very effective. It has made the expanding programming and improvements to our sound system possible.

As we have grown our ministries, we have come to realize that accessibility is a greatly limiting factor. In order to move forward, we must address the need to make it possible for everyone to have access to all levels of the building.

Thanks to the hard work and expertise of a member who happens to be an architect, we are well along the road of studying the feasibility of installing an elevator. We have reasonable confidence that we will be able to secure funding to make this major improvement possible. We are undertaking the process one step at a time and are in the process of applying for financial support for architect and engineering studies of the project's potential. Depending on the results of this phase, we will move forward. We have a rough timeline for the project and we hope to realize the installation in 2020.

In order to inform the congregation and to allow opportunities for members' suggestions, PATH hosts regular town hall meetings. These sessions have taken place all through the reimagination process and they ensure that PATH has the continued support of the congregation for its work.

We are a congregation with the challenges of many large, inner-city United Churches. We have however, done a great deal of homework. This has given us a realistic plan for our future as a modern, community-focused, faith-based organization that has a strong sense of purpose.

We are hopeful and excited, and believe the Holy Spirit is providing us with clarity as we endeavor to do God’s work in our church and our community for many years to come.

PART B: ABOUT OUR TANGIBLE ASSETS

Governance structure:

How many people are on your Governing Body? 10

How many are typically present at a meeting of your Governing Body? 9-10

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 one building(s).

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

Newly built in the last 10 years.

Significantly renovated

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.

We are addressing these repairs in a methodical, step-wise manner, which we feel able to manage. Also, because of the broad community use of the building, we are accessing grant money to enable these repairs and improvements.

Sanctuary holds 650 people

Are there meeting rooms? Yes No

What are they used for? Meetings and storage

Is there a nursery? Yes No

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

Are there Sunday School rooms? Yes No

How many? 3 Are they also multipurpose use? Yes No

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

Brief descriptions: Upper and lower halls, which both have kitchen facilities are used for several regular weekly purposes and occasional special events. These two spaces are often included along with the rental of the sanctuary for concerts.

Where is the office located for the minister? It is located centrally on the main floor at the north side of the building.

Describe it: The office has plenty of natural light with two windows. It includes shelves for books, the minister's desk and chair as well as a small sitting area with upholstered chairs, which is useful for small meetings. The dimensions of the office are roughly 18' by 12'.

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

Brief descriptions (tenants, occasional rentals, frequency of use): The major tenant is Fort Rouge Childcare which occupies most of the basement. They have a dedicated, developed space and are allowed to also use the gymnasium. They have been operating for over 40 years and were one of the first not-for profit daycares in Winnipeg. The various spaces in the church are used almost constantly. At least ten different choral groups rent the sanctuary and the halls for concerts, rehearsals and receptions. The Keep Theatre uses the upper hall during the day most Monday-Fridays. Activities for seniors take place in the lower hall.

Other users and renters include: the Morris Men dancers, Robin Dow Tap School, Shape Note Singers, two AA groups, Art City, the Winnipeg Life Drawing Society, various rock music groups, the Irish festival, our own Artfest, Messy Church, and Wind Chamber concerts, and others. Finding time for church activities and maintenance is sometimes a challenge.

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: Not fully

The church is accessible by ramp to the sanctuary and the lower hall, but the upper hall is not accessible. PATH is presently studying the feasibility of installing elevator access from basement to the top floor. The projected completion will be in 2020. Public Washrooms are only on the main floor and do include an accessible stall. However, as part of the elevator project, there is the intention to install washrooms in the basement and the upper floor.

Administrative Support:

Is there support for administrative tasks (e.g. bulletin, scheduling, reception)? Yes No

If yes, how many hours per week? 35

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

With some volunteer support

Ministry and Personnel Committee:

How many members? 4

How often does the committee meet? Approximately twice per year, in between meetings issues that arise are regularly handled through email. Each CFRUC staff member is assigned a M&P representative who they can contact at any time if need arises.

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

There has been no formal training attendance, but the chair is forwarded all relevant directives and new policies from UCC.

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

The minister provides M&P with a list of suitable supply ministers, whom she knows to be willing, available and a good fit for our congregation.

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 giving	74%	Congregational Fundraising Activities	12%
Rental of building/services	9%	Bequests/Reserves/Investments	
	2%		
Other (please briefly describe): Grants and other income			3%

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

Although the church does not have a formal Reserve Fund, we do have access to funds which would keep the church going for up to 3 months in an emergency.

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.

FINANCIAL VIABILITY REVIEW

Local Ministry Unit (Pastoral Charge): Crescent Fort Rouge United Church
Presbytery: Winnipeg

Date: October 26, 2018

1. Do your Expenses exceed your Revenues?

Year	Revenue Includes M&S	Amount given through envelopes	Amount given through PAR	Total through Envelopes and PAR	Expense Includes M&S	Do Expenses exceed Revenues? (Yes – No)	Bank balance at end of year
2012	\$359,797	\$67,536	\$152,754	\$220,290	\$349,045	No	\$31,204
2013	\$351,219	\$61,028	\$149,944	\$210,971	\$352,669	Yes	\$12,591
2014	\$319,159	\$63,011	\$155,823	\$218,834	\$327,727	Yes	-\$16,170
2015	\$339,224	\$56,680	\$178,422	\$235,101	\$332,432	No	\$6,994
2016	\$323,727	\$43,639	\$170,989	\$214,628	\$314,596	No	\$18,711
2017	\$473,004	\$46,540	\$170,680	\$217,220	\$363,497	No	\$139,944

Comments:

Please include any comments you think are pertinent to our consideration – renovations, special fund raising, money that comes in as revenue but you really don't have use of because it goes out to organizations, GIC's, Term Deposits, Memorial Fund, support of M&S, No Minister, Minister on Sabbatical, ... These comments help you and us understand why expenses might grow one year and revenues another.

Although the building in general is heated by gas there is a significant amount of electrical heat in the offices and meeting rooms/

In 2012: M&S contributions were \$45,556, Memorial Garden Fund contributions were \$1,280

In 2013: M&S contributions were \$44,087, Nassau St. Refugee Fund contributions were \$16,757, Paid down loan from Endowment Fund

In 2014: M&S contributions were \$37,843, Sanctuary Fund contributions for Mohammed were \$3,474, Paid down loan from Endowment Fund. Mohammed was a young man who stayed in our church from approx. September of 2014 until March of 2015. We had to replace the organ blower motor for \$5,500 which was not budgeted

In 2015: M&S contributions were \$39,127, General or Operating fund had a deficit of \$7,162 but because the church had received a gift donation of \$25,000 this helped to off set the total deficit and the church as a whole had a surplus of \$6,792.

In 2016: M&S contributions were \$38,623, In June 2016 we went from 1.5 minister positions to 1 position.

In 2017: M&S contributions were \$42,515, Church also received a bequest of \$100,000. A Special fundraising campaign raised \$21,960 to repaint the bricks of church. This project was completed in 2017.

A recent Financial Statement should be appended to this document.
Financial data for September 2018 has been appended to end of this document.

2. Payroll Costs:

At present we have called or appointed the following paid staff:

- Minister: 40 hours per week
- Secretarial: 35 hours per week
- Custodial: 22 hours per week
- Other (Music Director): 14 hours per week

Cost of Payroll (\$ paid plus pastoral charge burdens (EI, ...) for everyone.

	2012	2013	2014	2015	2016	2017
	\$167,601	\$181,144	\$182,120	\$184,186	\$170,582	\$151,463

3. Have you experienced a deficit for more than 2 consecutive years in the last 5 years? - Yes

In the past when there was a deficit we borrowed from other funds within our bank account. A \$100,000 bequest in 2017 allowed us to pay back all the funds that had been borrowed from.

4. Are there any outstanding loans? - No

5. Do utilities, maintenance and repairs exceed 25% of revenues? - No

Year	Utilities Power & Water	Fuel	Maintenance	Total	Exceeds 25% of Revenues (Yes or No)
2012	\$12,247	\$11,884	\$13,971	\$38,102	11% - No
2013	\$11,119	\$9,102	\$13,928	\$34,149	10% - No
2014	\$15,492	\$17,345	\$12,012	\$44,849	14% - No
2015	\$13,561	\$12,940	\$7,001	\$33,502	10% - No
2016	\$13,389	\$11,503	\$6,982	\$31,874	10% - No
2017	\$14,475	\$10,797	\$19,896	\$45,168	10% - No

6. How many contributors support your congregation?

All Contributors

2012	2013	2014	2015	2016	2017
174	180	171	203	189	210

Identifiable givers giving over \$50 per year

2012	2013	2014	2015	2016	2017
172	173	159	149	141	137

7. How many contributors would you have in each age group this year?

Approximate number of contributors in each age category

Age Group	Number of givers	Percentage of Givers
0-20 years	0	0%
20-30 years	1	1%
30-40 years	24	18%
40-50 years	8	6%
50-60 years	10	7%
60+ years	90	68%

8. Is there a reliance on a few contributors where 50% of the revenues come from 10% of the contributors?

The last column shows the percentage of givers in each category compared with total givers for the most recent year.

In 2017, 31% of our givers contributed between \$1,000 and \$5,000 per year and only 4% gave more than \$5,000 per year, It is not felt that there is a reliance on an small number of contributors giving a majority of the revenue.

Contributors and Giving							
Yearly Giving	2012	2013	2014	2015	2016	2017	
\$0 - \$100	18	16	17	61	55	74	35%
\$101 - \$500	39	38	46	37	37	41	19%
\$501 - \$1000	36	32	31	25	24	23	11%
\$1001 - \$5000	75	88	70	71	66	66	31%
\$5001 +	6	6	7	9	8	8	4%

On Christmas Eve 2015, approximately \$5,600 was raised as a special outreach project to help support two refugee families being sponsored by Churchill Park United Church. Although this money did not go directly to the church, contributors who requested receipts were considered to be church contributors and this led to a high number of contributors for the year. In 2016 and 2017, Christmas Eve services similarly raised significant funds for local outreach projects.

Also, many people visiting ARTFest events gave donations in envelopes provided starting in 2016, increasing our number of contributors

9. Have you taken part in a Stewardship Project (Campaign) in the last 2 years? If you did, what were the results?

We have had a Stewardship Campaigns in each of the last three years.

Finance Committee prepares a Quarterly financial summary that is placed in the Sunday Bulletin and Newsletters to show financial health of church.

Letters to congregation when we have the need

Narrative budget , financial information and letter(Called to be Church) sent to all members and adherents for 2018

Program such as Called to be Church with information during worship, letters and a request for commitment - 2016

Program and information presented at a Congregational get together

All Member visitation

Other - letters and a request for commitment sent to all members by Leadership Team in 2017

Results:

For the 2016 Stewardship Campaign, a Stewardship Committee was formed. A letter and financial information was sent to every member and individuals made presentations to the congregation on a number of Sundays. The committee reported the following results:

From 63 responses turned in plus PAR donors whose commitments remain at the same level as for 2016 Commitments were as follows:

Local Church - \$150,074. (The budgeted goal for Local Church was \$194,000.)

M & S - \$36,940. (the Goal for M & S was \$40,000)

Critical Repairs - \$11,938. (The budgeted goal for Critical Repairs was \$3,000.)

Total results show that about 56% of the stewardship goal of \$270,000 was achieved or 77% of the budget goal for Local Church and 92% for M & S \$40,000)

There are also those who are not on PAR and who did not respond but can still be counted on to continue their support.

After this report was presented to the Finance committee and others, 23 more pledges came in but may not have been included in the campaign results.

Although the 2017 and 2018 Stewardship campaigns were addressed by the minister on Sundays, and a letter from the minister, a step chart showing givings to the Church, a request to increase givings and other financial data was sent to every member, the 2017 and 2018 campaign did not include goals and there was not a Stewardship committee to review and document changes to givings. For this reason, it is difficult to say how successful these campaigns were. Many people in our congregation do not pledge but give generously once or twice a year. In the 2016 campaign although a total of 86 people made pledges out of a total of 189 givers, \$66,087 was donated by givers who did not pledge. In 2017 only 43 people made pledges out a total of 210 givers but \$291,991 was given without pledges. Data is not yet available for the 2018 campaign.

Have you encouraged members yearly or more regularly to increase PAR giving?

Both the 2017 and 2018 campaigns encouraged all people, including those on PAR, to increase their giving. The pledge form allowed those on PAR to easily increase their giving and the church office made the required adjustments to their PAR forms

10. Please list your investments, special funds, other monies your congregation may hold. What are the rules/restrictions around the use of those funds?

Outreach Fund - \$24,792 - consists of a number of small funds restricted for outreach activities such as Nassau St Churches Refugee Fund, Benevolent Fund and refugee support with Reaching Out Winnipeg (ROW) including support for other charities

Small Funds - \$37,980 consists of the Schmidt Family fund, Agnes Saunders Memorial Garden Fund, ArtFest Fund and the Memorial Donations Fund. Each of these represent funds restricted for specific activities.

Deferred Revenue - \$12,665 - To be used for major/emergency repairs to the church building.

Accessibility Fund - \$30,573- Designated to support improvements to accessibility of the church building only.

Endowment Fund - \$200,600 - Only the interest can be used to support the church's general operation.

This is the point at which you will want to look at the expectations of the Ministry Profile Committee for the Position which you are considering. You will want to look at what that position will cost in the next year and ensuing years to help guide your considerations for Recommendations. This is a good time to involve your Treasurer again as this person will understand these tools perhaps more clearly than members of the Ministry Profile Committee:

The United Church of Canada provides Budgeting Tool for Treasurers on the General Council website for both Ministry Personnel and Lay Employees. Go to:

<http://www.united-church.ca/leadership/church-administration/budgeting-tools-treasurers>

Please remember that in addition to the employer costs noted in the tables in these UCC tools there are employee and employer premiums for Employment Insurance and Canada Pension Plan. (Tables for these are available on the Canada Revenue Agency website (www.cra-arc.gc))

THINKING ABOUT THE DATA YOU HAVE COLLECTED ABOVE

The covenant with a minister that you call is seen to be at least a 3-year commitment. Show how (Can you see how) you will be able to meet that commitment?

OBSERVATIONS:

Treasurer's Observations:

The congregation responds generously to short-term projects, and there is strong support for mission and outreach. Sustained, ongoing giving for local church support can be more challenging.

The demographics of givers may be cause for concern in the long term, as nearly 70% of current givers are over 60 years of age.

Despite these concerns, CFRUC's finances appear strong enough to support a three-year commitment to a full-time ministerial position. We currently have a significant number of regular and committed givers, as well as revenue generated by rentals and investments.

Presbytery's Observations (if expected by Presbytery):

RECOMMENDATIONS:

Now that you have all of this information, what is your plan for ministry (Ministry Stream, highest category you feel you can afford, full or part time) and how are you planning to pay for this for at least a three-year commitment?

Ministry Profile Committee's, Board's and Treasurer's Recommendation:

Crescent Fort Rouge United Church is viable and has sufficient financial support to call of a minister in Category F for 40 hours per week.

Presbytery's Recommendation (if expected by Presbytery):

September 2018 Financial StatementsCrescent Fort Rouge United Church
Balance Sheet September 30, 2018

	<u>Sep 30, 18</u>	<u>Sep 30, 17</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Chequing/Savings			
1010 · Chequing Account	52,775.04	9,205.80	43,569.24
1050 · Endowment Bank Account	25,185.68	1,541.34	23,644.34
1070 · Reaching Out Winnipeg	10,405.29	0.00	10,405.29
1090 · Savings Account	<u>43,493.97</u>	<u>0.00</u>	<u>43,493.97</u>
Total Chequing/Savings	131,859.98	10,747.14	121,112.84
Other Current Assets			
1125 · Short Term Investments	41,980.00	0.00	41,980.00
1160 · GST Receivable	1,201.41	163.76	1,037.65
1170 · Interest Receivable	<u>1,243.83</u>	<u>988.80</u>	<u>255.03</u>
Total Other Current Assets	<u>44,425.24</u>	<u>1,152.56</u>	<u>43,272.68</u>
Total Current Assets	176,285.22	11,899.70	164,385.52
Other Assets			
1910 · Due from General Fund	98,646.35	73,405.30	25,241.05
1920 · Investments-Endowment Fund	<u>172,571.99</u>	<u>178,398.52</u>	<u>-5,826.53</u>
Total Other Assets	<u>271,218.34</u>	<u>251,803.82</u>	<u>19,414.52</u>
TOTAL ASSETS	<u><u>447,503.56</u></u>	<u><u>263,703.52</u></u>	<u><u>183,800.04</u></u>

LIABILITIES & EQUITY**Liabilities****Current Liabilities****Accounts Payable**

2000 · Accounts Payable

623.720.00623.72**Total Accounts Payable**623.720.00623.72**Other Current Liabilities**

2001 · Accrued Liabilities

2,542.50

2,542.50

0.00

2010 · Due to Other Funds

98,696.35

73,405.30

25,291.05

2460 · Deferred Revenue

12,664.6411,020.011,644.63**Total Other Current Liabilities**113,903.4986,967.8126,935.68**Total Current Liabilities**114,527.2186,967.8127,559.40**Total Liabilities**

114,527.21

86,967.81

27,559.40

Equity

3020 · Unrestricted Net Assets

42,505.79

-59,559.68

102,065.47

3100 · Accessibility Fund

30,573.21

30,573.21

0.00

3150 · Benevolent Fund

278.81

248.81

30.00

3200 · Endowment Fund

177,479.77

176,359.77

1,120.00

3220 · Restricted Funds (Schmidt)

17,358.63

0.00

17,358.63

3270 · Memorial Funds(unallocated)

16,048.28

31,801.41

-15,753.13

3280 · Memory Garden

1,634.46

1,024.96

609.50

3310 · Outreach Donations-Misc

385.24

-186.24

571.48

3340 · Nassau St Churches Refugee Fun

9,092.71

11,406.71

-2,314.00

Net Income37,619.45-15,048.9252,668.37**Total Equity**332,976.35176,735.71156,240.64**TOTAL LIABILITIES & EQUITY**447,503.56263,703.52183,800.04

**Crescent Fort Rouge United Church
Income
Statement**

January 1 to September 30, 2018

	<u>Jan - Sep 18</u>	<u>Jan - Sep 17</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
4000 · Local Donation	120,155.62	113,053.71	7,101.91	6.28%
4010 · Building - Critical Repair	12,820.00	21,290.50	-8,470.50	-39.79%
4040 · Open Plate	1,446.29	1,427.01	19.28	1.35%
4050 · Initial Offering	35.00	15.00	20.00	133.33%
4060 · Interest Income	1,084.50	992.12	92.38	9.31%
4070 · Fort Rouge Child Care	13,725.00	13,725.00	0.00	0.0%
4080 · Concert Rentals	7,610.00	4,847.50	2,762.50	56.99%
4085 · Other Rentals	16,021.20	6,830.95	9,190.25	134.54%
4090 · Net fundraising				
4090-1 · Fundraising revenue	20,848.54	0.00	20,848.54	100.0%
4090-2 · Fundraising Expenses	-18,558.65	-18,511.32	-47.33	0.26%
4090 · Net fundraising - Other	0.00	22,732.57	-22,732.57	-100.0%
Total 4090 · Net fundraising	2,289.89	4,221.25	-1,931.36	-45.75%
4100 · Office Expense Reimb.	126.55	231.15	-104.60	-45.25%
4110 · Observer	650.00	900.00	-250.00	-27.78%
4140 · Weddings & Funerals	3,800.00	1,630.00	2,170.00	133.13%
4170 · UCW				
4170-1 · UCW Donation	815.00	15.00	800.00	5,333.33%
Total 4170 · UCW	815.00	15.00	800.00	5,333.33%
4190 · Other	2,867.25	4,082.81	-1,215.56	-29.77%
4195 · ART Donations	1,132.37	11,610.75	-10,478.38	-90.25%
4200 · Endowment Fund Donations	22,320.00	0.00	22,320.00	100.0%
4300 · Grants	62,058.00	0.00	62,058.00	100.0%
4610 · Mission & Service				
4610-1 · M & S Donations	24,776.50	25,506.97	-730.47	-2.86%
4610-2 · M & S Payments Made	-21,998.00	-20,308.31	-1,689.69	8.32%
Total 4610 · Mission & Service	2,778.50	5,198.66	-2,420.16	-46.55%
Total Income	271,735.17	190,071.41	81,663.76	42.97%
Expense				

6100 · Building Costs				
6100-1 · Insurance & Alarm	11,144.75	13,032.88	-1,888.13	-14.49%
6100-2 · Reg. Organ & Piano Maintenance	364.64	1,331.52	-966.88	-72.62%
6100-3 · Property Taxes	1,308.03	1,308.03	0.00	0.0%
6100-4 · Repairs and Maintenance	24,579.96	6,662.22	17,917.74	268.95%
6100-5 · Utilities				
6100-5A · Electricity	8,764.98	8,537.20	227.78	2.67%
6100-5B · Gas	7,779.48	7,894.95	-115.47	-1.46%
6100-5C · Water	2,385.36	2,316.03	69.33	2.99%
Total 6100-5 · Utilities	18,929.82	18,748.18	181.64	0.97%
6100-6 · Kitchen Angels	33.14	54.55	-21.41	-39.25%
6100-8 · Critical Repair Expenses	0.00	21,959.87	-21,959.87	-100.0%
Total 6100 · Building Costs	56,360.34	63,097.25	-6,736.91	-10.68%
6300 · Office Costs				
6300-1 · Internet Access	646.14	650.43	-4.29	-0.66%
6300-2 · Office Supplies	1,116.57	538.77	577.80	107.24%
6300-3 · Postage	261.36	331.93	-70.57	-21.26%
6300-4 · Printing and Reproduction	2,096.21	2,238.44	-142.23	-6.35%
6300-5 · Technology	0.00	404.26	-404.26	-100.0%
6300-6 · Telephone	971.05	1,384.44	-413.39	-29.86%
Total 6300 · Office Costs	5,091.33	5,548.27	-456.94	-8.24%
6500 · Administrative Costs				
6500-1 · Advertising/Promotion	461.25	93.79	367.46	391.79%
6500-3 · Audit Fees	2,486.25	2,486.25	0.00	0.0%
6500-4 · Bank Charges & Interest	1,219.57	1,464.67	-245.10	-16.73%
6500-6 · Misc. Admin. Costs	630.00	200.00	430.00	215.0%
6500-7 · MNWO Conference Reg.	525.00	525.00	0.00	0.0%
6500-9 · Winnipeg Presbytery	8,897.25	6,045.00	2,852.25	47.18%
Total 6500 · Administrative Costs	14,219.32	10,814.71	3,404.61	31.48%

6800 - Ministry/Program Costs				
6800-01 - Christian Education	231.99	176.22	55.77	31.65%
6800-02 - Community Outreach	13,960.23	960.99	12,999.24	1,352.69%
6800-03 - Fellowship & Socials	488.55	10.79	477.76	4,427.8%
6800-04 - Guest Musicians	125.00	100.00	25.00	25.0%
6800-05 - Lay Continuing Education	100.00	0.00	100.00	100.0%
6800-08 - Observer&Our Daily Bread	829.76	1,043.79	-214.03	-20.51%
6800-09 - Organist Supply	375.00	250.00	125.00	50.0%
6800-10 - Pastoral Care	89.35	106.02	-16.67	-15.72%
6800-11 - Pulpit Supply	1,042.00	1,236.00	-194.00	-15.7%
6800-13 - Weddings&Funerals Exp.	925.00	975.00	-50.00	-5.13%
6800-14 - Worship Supplies	336.25	187.52	148.73	79.31%
6800-16 - Benevolent Fund	150.00	0.00	150.00	100.0%
6800-17 - ART Festival Expenses	<u>15,302.80</u>	<u>8,337.74</u>	<u>6,965.06</u>	<u>83.54%</u>
Total 6800 - Ministry/Program Costs	33,955.93	13,384.07	20,571.86	153.7%
7000 - Salaries & Benefits				
7000-01 - Continuing Ed/Learning Res.	279.43	58.63	220.80	376.6%
7000-03 - Employer CPP & EI	6,775.11	6,292.44	482.67	7.67%
7000-04 - Employer Group Insurance	5,469.38	4,301.10	1,168.28	27.16%
7000-05 - Employer Pension	8,766.00	7,333.92	1,432.08	19.53%
7000-08 - Staff Telephone	585.00	315.00	270.00	85.71%
7000-10 - Salary - Caretaker	10,870.56	10,720.44	150.12	1.4%
7000-12 - Salary - Ministers	48,364.56	47,696.94	667.62	1.4%
7000-13 - Salary - Organist	14,771.34	12,486.06	2,285.28	18.3%
7000-14 - Salary - Office Administrator	23,394.78	23,071.50	323.28	1.4%
7000-15 - Travel Expenses	65.91	0.00	65.91	100.0%
7000-20 - Wages - Summer Student	2,696.73	0.00	2,696.73	100.0%
7000-90 - Contract labour	<u>2,450.00</u>	<u>0.00</u>	<u>2,450.00</u>	<u>100.0%</u>
Total 7000 - Salaries & Benefits	<u>124,488.80</u>	<u>112,276.03</u>	<u>12,212.77</u>	<u>10.88%</u>
Total Expense	<u>234,115.72</u>	<u>205,120.33</u>	<u>28,995.39</u>	<u>14.14%</u>
Net Ordinary Income	<u>37,619.45</u>	<u>-15,048.92</u>	<u>52,668.37</u>	<u>-349.98%</u>
Net Income	<u>37,619.45</u>	<u>-15,048.92</u>	<u>52,668.37</u>	<u>-349.98%</u>

PART D: ABOUT OUR COMMUNITY

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

Crescent Fort Rouge finds itself in the heart of the one of the densest parts of Winnipeg; Fort Rouge/Osborne Village. It is definitely an urban community with a very high percentage of multifamily residences. It varies greatly based upon age and income demographics, making for an interesting mix of residents. The Osborne strip is a trendy area of shopping and dining that creates a destination for people from around Winnipeg. As a locus for nightlife that includes bars and restaurants, the neighbourhood is a fun, energetic to be. The area feels relatively safe and is very walkable, with large old tree-lined streets with character homes mixed among apartments and condominiums.

It should be noted that a high percentage of the church members do not live in the church neighbourhood. These congregants have been drawn to CFRUC due to family history or the unique nature of the congregation. Most live in nearby areas of Winnipeg and travel to church for worship and other activities.

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

Many of Winnipeg's homeless, including youth and older people, tend to spend time in Osborne Village, perhaps because of the businesses and pedestrian traffic. We are challenged to find ways to support homeless people in our community.

In contrast to the wealthy older residents in the high-end condominiums along Wellington Crescent, there are many young families who are at the other end of the economic spectrum. The challenge is to prevent these children from experiencing disadvantages in their education and development as a result of poverty.

Many seniors live alone in the area, and may experience social isolation, regardless of their socioeconomic status. There is a genuine need to help them find meaningful activity and social connection.

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

1. https://winnipeg.ca/ppd/planning/LAP_Adopted.stm#8 select Osborne Village Neighbourhood Plan.

2. www.wrha.mb.ca/about/healthequity/our-city-report.php

Other faith communities represented in our community/region are:

Mennonite Church, Roman Catholic, Anglican, Baptist, and another United Church, Christian Science, Shaarey Zedek Synagogue and a Unitarian Church.

We have close ties with the following faith communities:

We have had minister rotations with Churchill Park UC and Harrow UC, as well as shared Bible studies.

We have collaborated in musical projects with St. Luke's Anglican, our closest neighbourhood church.

We have shared refugee support ministries with other Nassau Street churches.

We have supported the Riverview community through Churchill Park United Church, in providing support for recent Syrian refugees.

We support Augustine United Church's ministry of providing meals for those who need them, through Oak Table.

We have a long history of volunteer and financial support for St. Matthews Maryland Community Ministry.

As Augustine is a sister United Church, only a few blocks from us, we are initiating conversation to discuss how we can be more supportive of each other's ministries.

Ministry and Mission Profile

Website Address : www.crescentfortrouge.ca

Brief Description of Local Ministry (three sentences):

We are a cohesive congregation, where there is good participation and cooperation on the part of most members, in contributing to the activities and goals of the church. These include: our ministry groups, our house groups (which make worship and fellowship possible each Sunday), pastoral care, our fundraising activities, our leadership functions, and our church maintenance work.

We have chosen a proactive approach to facing the challenges of the present and planning for the future, by carefully studying community needs and then finding the best fit for our church to reach out and serve our community. (See discussion of PATH)

Our Worship Style (three sentences):

The style feels informal and relaxed, but there is a great respect for the traditions of the church. Sermons are very often focused on social justice and fairness. As much as possible, members of the congregation participate in the worship service. With the presence of a fine pipe organ, an accomplished organist and accompanist, and a dedicated choir, music ministry is an important part of worship.

Vision and Mission Statement (it's fine if you don't have one):

Our Mission

Our mission is to invite all who would join us in celebrating the inspiration of the Holy Spirit through worship, music, fellowship, and outreach, to help us build a fairer and more joyful world.

Our Vision

As a bonfire cast a beckoning glow to everyone, our church should welcome all to gather for fellowship, food and spiritual nourishment and growth. We see our worship as having the same feeling as being gathered in the hospitality of Jesus to have our spirits fed in worship together- in music, in prayer, in community.

While embracing the traditions that have nurtured our members for over a century, we will look beyond our selves. Our reimagined church will strive to be the hope for those in our midst who face challenges and injustice. We will reach out to our community in ways that reflect our strengths and that engage our members in inspired ministry.

We will present our suggestions for future ministries that we feel best suit our congregation based upon the discussions with our members and our study of the community, as described in the PATH process.

Category Title	This is who we are as a Local Ministry Unit:
<p>Community Outreach and Social Justice/ Church Community and Neighbourhood</p>	<p>Community Outreach and Social Justice and Church Community and Neighbourhood</p> <p>As described in the PATH report, we have focused on three areas of community outreach.</p> <ul style="list-style-type: none"> • Young families, children and youth • Seniors • Hospitality to the arts <p>Young families, children and youth:</p> <p>We maintain a very good relationship of over forty years, with our “in house” day care, Fort Rouge Childcare (FRCC). Two years ago, members of our congregation began volunteering to read and provide other activities to children in the daycare. CFR and FRCC partner to provide family activities at the Visual Art Display weekend, a component of our annual Artfest. Art City provides weekly art classes for the children who participate in FRCC’s after school program. CFR has found the financial support, and provides volunteers who assist the artists, to make this program possible. FRCC will partner with CFR to apply for funding to install an elevator to enhance accessibility to all levels of the church.</p> <p>We are in the early stages of developing folk music workshops for people of all ages, but with a special focus on young people. This falls in the realm of “hospitality to the arts”, but we hope this will be a valuable outreach focus for children in the neighbourhood, including from FRCC.</p> <p>An important recent development is underway in the area of outreach to children and young families. “Families Forward”, a government supported social agency is currently seeking funding for a year-long pilot project to establish “kids at play” within our church. For two hours, once per week, parents or guardians can bring their preschool children to an environment with lots of toys and other children to play with. As well as a whole lot of running around and having fun, there are quiet craft activities, and stories and singalongs. The purpose of this initiative is to stimulate kids, and to help prepare them for entering the school system, while providing them with entertainment, and giving their parents a chance to mingle with other parents. It will also provide some volunteer</p>

opportunities for our members.

Seniors

The Seniors in Programming (SIP) Initiative provides seniors in the community with a variety of activities and volunteer opportunities for increased quality of life through social inclusion and a sense of being connected to others, as well as engagement in meaningful activities. Examples include healthy aging and physical activities, workshops on topics of their choice, crafts, and opportunities for shared food and fellowship. Some of these activities intersect with our activities involving children and our hospitality to the arts.

There are high numbers of seniors, often single females, living in the area who would welcome greater interaction with others and meaningful engagement with the community. Our consultations to date reveal that while they are looking for greater involvement, they do not have the energy to plan and organize events. We have engaged a part time coordinator, who works on an hourly contract basis, to consult with seniors on topics of interest, liaise with other organizations providing service, to avoid duplication, and plan and host the activities.

Free workshops have been offered approximately twice per month since May 2018, with the number of participants in each ranging from 6 to 22. In our efforts to date, 20% of those attending are from outside the church.

Hospitality to the Arts

This is a very exciting area of outreach for our church. We strongly embrace the concept that art should be accessible to all, both as an appreciator and as a participant. This area of outreach has been adequately described in the PATH report.

Social Justice issues

If we focus on social justice issues as separate from our community outreach initiatives, there are a few areas of interest. We will focus on two significant ones.

Reaching Out Winnipeg: ROW is a group that helps LGBTQ individuals, who have faced severe persecution because of their sexual orientation or their gender identity in their original countries to settle in Canada. CFR has partnered with ROW in this work. In September, we sponsored a young man from Syria, to come to Winnipeg. He is doing very well after just a month here, adapting to his new life as a Canadian resident.

The Truth and Reconciliation Commission: Our congregation has signed the Winnipeg Mayor's Indigenous Accord, which is a three-year commitment to find ways to connect to and implement the Calls to Action of the TRC. Our current minister and a member of the congregation are in the early stages of developing educational opportunities to find ways to redress the injustices that resulted

	from our colonial relationship with Indigenous peoples.
Faith Formation and Christian Education	<p>This is an area where we would benefit from leadership from our new minister. We have done some study group sessions with Harrow UC and Churchill Park UC. We have had a successful book club, which meets and discusses faith issues.</p> <p>We have been relying on a very small pool of members to provide leadership for Sunday school classes. We need programs to better develop and sustain youth Christian education. We experience the problem of children past the age of twelve, losing interest in church.</p>
Leadership	<p>We have been blessed with both strong leadership qualities in our ministers and in our lay leaders.</p> <p>The PATH team has shown skill at creating a process for reimagining our church. It began with conversing with members to understand their priorities. Then consultations with many stakeholders in our community took place. Care and skill were used in marrying the hopes of the congregation with the needs of the community. From there, plans were developed and are still being implemented to provide effective ministry to our community. The process was led and driven primarily by lay members, but our ministers provided support and leadership through each stage of the process.</p> <p>It is fair to say that we are a congregation blessed with lay members who demonstrate great skills in leadership. Fortunately, this has been combined with similar skills from our ministers who are able to allow and support this leadership from others. The ministers have not had to generate the ideas and push along the process. Instead, they have been able to participate, more like equal partners, but as spiritual leaders, who keep us focused on the reasons for what we are doing.</p> <p>We are hopeful that we can continue to grow our ministries with strong leadership from our ministers and our lay members.</p> <p>In matters of worship, it is fair to say that we look more to our minister to provide the leadership and set the tone of our worship services. However, the minister is well supported by the music director, in matters of music ministry.</p> <p>There are nine house groups that rotate each month, to provide all the necessary lay support for worship services. They arrange for members to be greeters, to take the offering, read scripture, assist in communion, set up the church for worship, and provide refreshments for fellowship time after worship. This relieves the minister from many of the repeated but necessary elements of a worship service.</p>

	<p>To be honest, however, we do find it hard to encourage people to take on the leadership roles of our Leadership Team. The problem seems to be that longer-term members have taken their turns in these roles, and they feel that younger members need to step up. The younger members are less able and willing to do so, due to family and work-related time constraints. This is true also, for finding members willing to teach Sunday school or assist with the youth group.</p>
<p>Pastoral Care</p>	<p>We have a small pastoral care committee that along with our minister, provide visits mainly to members who cannot get out to church.</p> <p>There has been a recent initiative to discuss the possibility of providing art workshops to patients who suffer dementia. This is in the early stages of development.</p> <p>Our minister has created the concept of “ministry of presence.” As discussed in the PATH report, a major component of our outreach ministry is “hospitality to the arts”. Related to this hospitality, is the need for to provide pastoral care to the art groups and their performers and other volunteers, as well as the attenders of the art events. Hospitality then becomes a ministry. Our minister feels that she needs to be present at the events and in the preparation for the events, and more than just being present, she wishes to provide support and appreciation for the work they do.</p> <p>By her example, she encourages members of our church to share in this ministry to provide true “hospitality” to all who come into our space for the love of the arts.</p>
<p>Spirituality and Self-Care within your Local Ministry Unit</p>	<p>As volunteers who participate in leadership and ministry groups, we are moving toward taking time before the business of the meeting, for reflection and prayer. This is done to allow us to consider why we are doing what we do in the church, and to leave room for taking care of ourselves as well as the business.</p> <p>Our minister includes time for meditation and reflection in her work schedule. She uses her continuing education and vacation leave for recharging and healing.</p> <p>It should also be mentioned that for all of us who attend this church, there is a tremendous opportunity for spiritual restoration provided by the never-ending flow of art and music events, happening in our worship space.</p>
<p>Worship</p>	<p>There appears to be a high satisfaction with our chosen worship style, that was described earlier. The focus upon social justice rather than personal salvation, and the non-literal interpretation of the scriptures, works well for our members. Worship reinvigorates us and serves to challenge us to strive for a better, fairer world. Currently we are not following the lectionary for scripture reading in the weekly services.</p>

Inclusion	We know of no barriers that would limit our search for ministry personnel with regard to age, ability, sexual orientation, gender identity, etc. except that we have not yet achieved full accessibility to all levels of the building.
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Ministry Position Description

Crescent Fort Rouge United Church

Closing date: January 10th, 2019

Position: Minister - Full time

Immediate Supervisor: Chair, Ministry and Personnel Committee

Position Summary:

- To support, foster and challenge faithful, nurturing and responsive ministry and mission in the congregation.
- To work, in collaboration with all staff and lay leadership to ensure the smooth management of Crescent Fort Rouge United Church (CFRUC), and to promote clear communication and a collegial spirit within the church.
- To foster the network of lay leadership and encourage spiritual growth, faith development and skill development within the congregation.
- To bring awareness and knowledge of the mission, processes and policies of the United Church of Canada to the congregation's life and decision-making.

Position Duties and Responsibilities:

- 1. WORSHIP:** To exercise the ministry of Word and Sacrament by:
 - Planning and offering nurturing and uplifting worship services
 - Collaborating with the music director regarding the music ministry and its enhancement of worship and other services
 - Working with the Worship Team to plan and coordinate regular celebration of the Sacraments: Communion and Baptism.
 - Planning and conducting weddings and funerals.
- 2. FAITH FORMATION AND CHRISTIAN EDUCATION:** To foster the Christian nurture and spiritual growth of children and youth in the congregation by:
 - Communicating with the Sunday School Coordinator and Youth Group Leader, offering encouragement as they plan and organize Sunday programming and special events.
 - Supporting the music leadership team
 - Supporting the Messy Church initiative by planning the theme and offering the 'lesson' for each event, and communicating with the Messy Church Coordinator so that related activities can be organized.
- 3. PASTORAL CARE:** To support the Pastoral Care Ministry of the congregation by:
 - Offering new member visits as well as hospital or home visits during times of need
 - Supporting lay visitation and the work of the Pastoral Care Ministry Group.
 - Working with the Worship Team to arrange services for seniors at Riverview Hospital and Lion's Manor.

- 4. CHURCH COMMUNITY AND NEIGHBOURHOOD/COMMUNITY OUTREACH AND SOCIAL JUSTICE** To support the ministry of the congregation beyond itself to the Osborne Village area, the wider ecumenical church, the Outreach of the United Church and the Global village by:
- Supporting and encouraging the initiatives and work of members who are providing outreach ministry and the outreach initiatives of PATH
 - Connecting with neighbourhood groups and sister churches with a view to how CFRUC can offer support for ministry
 - Promoting education and support for the Mission and Service fund
 - Supporting education opportunities and events about local and global justice issues.
 - Participating in the updating of the CFRUC website and Face book Page for promotion of the ministries, outreach initiatives, worship events, special events, rental opportunities, etc.
- 5. COMMUNICATION, MEETINGS, OFFICE WORK, SUPPORT TO THE GOVERNING BODY:** To support the smooth management, clear communication and collegial spirit of the congregational life and work by:
- Supporting and actively participating in the meeting and work of the Leadership Team and, when required the Executive
 - Providing consultation with, appropriate supervision to, and evaluation of other staff (in concert with the Ministry and Personnel Committee).
 - Supporting the work of the Stewardship Group and Finance Committee
 - Attending meetings of the PATH (Planning and Transformation Hub) Committee
 - Being a contact person for the Arts Fest group
 - Participating in wider church responsibilities as agreed by the Ministry and Personnel Committee or Leadership Team.

Priorities of Work:

The priority of work for the fulltime minister will vary with the church year and with specific circumstances but, broadly, allocation of time spent to each duty are should be as follows:

- Worship 30-35%
- Faith Formation and Christian Education 10-15%
- Pastoral Care 15-20%
- Church Community and Neighbourhood/ Community Outreach and Social Justice 10-15%
- Communication, Meetings, Office Work, Support to the Governing Body 20-25%

Where the minister is unsure of how to allocate their time, he/she should consult the Leadership Team Executive or the Ministry and Personnel Committee.

Supervision Received:

The incumbent is accountable, as a Paid Accountable Minister, to Winnipeg Presbytery and, as an employee of the congregation, through Ministry and Personnel to the Leadership Team. The position operates within the stated mission and objectives approved by the congregation and a code of ethics and conduct sanctioned by Presbytery.

Scope for Independent Action:

- Decisions to be made on own initiative:
- Program planning and content
- Administrative systems and procedures
- Daily scheduling and time management

Matters to be referred to Ministry and Personnel Committee or the Leadership Team

- Changes in annual objectives and priorities
- Assuming wider church responsibilities in Presbytery, Conference or at the national level
- Speaking out on public issues on behalf of the congregation (authorized spokesperson)
- Authority to exceed budget allocations (for example, continuing education)
- Changes in working conditions and relationships
- Matters relating to remuneration and leaves, including those for study and vacation.

Skills and Knowledge Required of the Ministry Personnel:

- CFRUC is seeking an ordained or diaconal Minister.
- Awareness and knowledge of the United Church's mission, processes, and policies
- Collaboration Collegiality: The incumbent minister will be required to work in collaboration with the congregation, those holding different roles at CFRUC, other ministries within the United Church and outside of the United Church,
- Education: The person fulfilling the ministerial role at CFRUC will prioritize education, both in the sense of their own development, and in terms of providing education to the congregation and its community
- Planning: The minister at CFRUC will have planning and organizational skills that will facilitate programming at the church. They will also use these skills in supporting administrative committees
- Stewardship: The minister will understand fundraising processes, and will initiate and participate in these processes. They will understand the importance of giving time and talent.
- Ability to work with all ages: The minister will have experience supporting children in the church, and will have skills necessary to engage with children, seniors, adults etc.
- Supporting belonging: They will understand the importance of membership and a sense of belonging that comes along with membership in a congregation and will foster these through programs such as Messy Church.

- **Outreach:** CFRUC has a wider responsibility than its congregation. The minister at CFRUC will understand the importance of meeting needs in the community through acting in the community itself
- **Community Engagement:** The minister will engage with the wider community through various means, including the arts. They will have an awareness of CFRUC's place in the community and understand how having this place benefits both the church and the community.
- **Emphasis on Justice both locally and globally:** The minister at CFRUC understands that need is undergirded by social and political oppression. They work to advocate against systems that subjugate people both here in our contexts and abroad.
- **Technology: Knowledge of social media, email, and website:** The minister will understand how to use media as a way to access people, promote the work that CFRUC does.
- **Pastoral care:** The minister will understand the part that they play in the spiritual care of the congregation, especially when members of the congregation have fallen on difficult times. Caring for the congregation could include, hospital visits, home visits, phone calls and emails, and referrals. As well as the pastoral care to our members, an understanding of the need for "ministry of presence" in providing hospitality to arts, artists and appreciators of art, is essential for a minister of our church.
- **Equity:** The minister will work to ensure that all identities have access to opportunities in the United Church
- **Self-care:** The minister will understand the part that self-care has in their ability to fulfill their roles at CFRUC. The minister will have the self-awareness and self-understanding to know when they are coming to their physical, mental, emotional and spiritual limits, and will take care to ensure these limits are not surpassed.
- **Independent action:** The minister will be able to work independently and use their schedule as way to ensure fulfillment of roles.
- **Stability through transition:** The minister will provide leadership through changes upcoming at CFRUC. As the church reassesses its needs, along with its function in the lives of the congregation and in the local and wider community, the minister will provide continuity and consistency to ease the impacts of these transitions.
- **Vision:** As CFRUC and its congregation move further into the twenty-first century, the minister will have an awareness of where the church is headed in terms of both its role in worship and place in the community. The person fulfilling this role will have an ability to envision both long term and short-term goals for CFRUC and its congregation.

Terms of Employment:

The call/appointment will begin on the following date: May 1st, 2019

Percentage of time Full time Part time _____ hrs/week

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 7.26 (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): \$420 per year

Continuing Education and Learning allowance: \$1 415

Three weeks of study leave in each pastoral year

One month (including 5 Sundays) of vacation per year

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

Adequate administrative assistance defined as 35 hours per week

Travel expense reimbursement of \$0.40 per km

Moving Expenses to maximum of ~~\$7,500~~

up to \$15,000 (Revised @ Congregational Mtg, November 18, 2018)

Other: ADP # ___ WOXF ___

