



Joint Needs Assessment Committee Report

**St. James' - Rosemount United Church
171 Sherwood Avenue
Kitchener, Ontario N2B 1K2**



August, 2009

St. James'-Rosemount United Church JNAC Report

Community Profile

Kitchener is the largest city in the Regional Municipality of Waterloo. Along with Waterloo, Cambridge and the surrounding townships it maintains its' own municipal government that provides programs and services along with those provided by the Region. Waterloo Region is centrally located in Southwest Ontario about a one hour drive west of Toronto.

St. James'-Rosemount United Church (SJRUC) is located in the Rosemount/Stanley Park area of Kitchener. The area is located to the southeast of the city core and was developed in the 50's and 60's. The area continues to grow with new development and is well serviced with a mix of schools, green areas and commercial services.

The Region is fortunate to have a diverse economy that continues to buffer families in the area from severe fluctuations in the economy. The Region is home to The University of Waterloo, Wilfrid Laurier University and Conestoga College. New programs offered by the Universities include a new Pharmaceutical School, Medical School and new School of Architecture Campus to name a few. Conestoga College is also about to begin a major expansion.

Manufacturing has always been an important part of the local economy. Like many parts of the country, families have been affected by plant closings and layoffs. However, the Region has a number of large manufacturers including ATS, Toyota, Babcock and Wilcox as well as many small and medium sized operations.

The Region has been very successful in attracting and developing new technology jobs. RIM, the Blackberry provider, is the best known example of significant new business that has arisen from people associated with the University of Waterloo. Others include Open Text, Dalsa and Maplesoft.

Several large insurance companies, three hospitals (Grand River Hospital Cancer Centre, St. Mary's Cardiac Care Centre, Freeport Long Term Care Centre), two large school boards, numerous private schools and a wide range of small and medium sized businesses continue to make the Region an excellent place to make a living.

Arts, culture and recreation are also strong attractions for the Region. All the municipalities provide excellent minor sports programs. The Centre in the Square is host to the KW Symphony Orchestra and visiting artists. Theatre is well presented at a variety of local venues and the famous Stratford Festival Theatre is only a short drive away. The Kitchener Auditorium and the Kitchener Rangers bring Junior A hockey to the area.

Waterloo County is well known for its farmers markets and Multicultural festivals. Hikers and canoeists are well acquainted with the Grand River and the Walter Bean Trail that follows alongside the Grand. Modern galleries such as the Clay and Glass Gallery and historic sites like Doon Heritage Crossroads and the Joseph Schneider Haus all help complete the community.

Pastoral Charge Profile

In the early 1950's the City of Kitchener was expanding its boundaries and new subdivisions were begun in the East Ward. A group of neighbours and friends in the Rosemount area and

SJRUC JNAC Report

members of Trinity United Church in downtown Kitchener, gathered together to discuss the establishment of a new church in their growing community.

Our first worship service was held on December 20, 1953 in the auditorium of Smithson School. In March of 1954 St. James'-Rosemount was constituted as a congregation in the United Church of Canada and by September of 1956 our current church building was dedicated. The church building has grown as needed and our membership has had its share of "ebbs and flows".

St. James'-Rosemount United Church has been blessed with professional leadership in the ministers who have served throughout the 55 years of our existence. Four of them have served a decade or more starting with the Rev. Dr. Charles Lewis (1962 - 1971), the Rev. Phillip A. Rodgers (1963 – 1965 and 1970 - 1977), the Rev. John R. Cousens (1977 – 1987) and the Rev. Richard C. Burgess (1987 - 2008).

We have a legacy of strong lay leadership and volunteers, people who use their time, talents and treasures to benefit the community of St. James'-Rosemount and who can be counted on when needed. Volunteers run a church website (sjruc.ca), publish a newsletter (Church Mouse), conduct several fund raising activities, conduct mid-week activities, assist with the weekly church service, assist with property maintenance, supervise a community garden, and support a variety of community social endeavours (eg: Habitat for Humanity and Out-of-the Cold program).

We have used our property located on the south side of our church to offer Community Garden plots for rent to people who want to grow their own produce but do not have the space to do so. In 2002, a permanent outdoor Labyrinth was constructed on our property which offers all "walkers" a chance to reconnect with God and their own feelings and the ability to experience inner peace, stress relief and healing. Located at the entrance to the labyrinth is a Peace Pole that displays the message and prayer, "May Peace Prevail on Earth" in a different language on each of its four sides, Arabic, English, Hebrew and Seneca.

The details of the story of our beginnings and our history are familiar to most of the people in our Congregation and were gathered together in a book titled "St. James'-Rosemount United Church – Celebrating 50 years". We were then, and still are, a community church. Over the years our community has expanded as our members have moved to various parts of Kitchener and Waterloo. But each Sunday we still gather as the community of St. James'-Rosemount. The focus has been, and continues to be, on stewardship and spiritual mission.

Our Unified Board has a full complement of members. Our Sunday School has an average of 20 children attending. Our congregation of approximately 243 is mainly conservative but is receptive to new ideas and approaches to worship. We have an organist/music director who brings enthusiasm and energy to our music program.

The congregation of St. James'-Rosemount United Church has been in transition over the past two years having gone through a Section 363 (c) i and ii review. We are meeting the challenges through strong leadership from members of the congregation with the assistance of our interim minister, Rev. Dr. D. Paul Crittenden and our part time minister, Rev. M.E. Wendy MacFadzean.

St. James'-Rosemount United Church has come through a very difficult time. However, recently there has been renewed enthusiasm and energy to look ahead and make our church a vibrant and welcoming place where people can come to worship God and make new friends.

SJRUC JNAC Report

We are striving to follow our mission statement and be “God’s Compassionate Community Sharing Christian Faith”.

Resources Profile

Staff

Rev. Paul Crittenden is serving a two year term as an interim minister to assist with the transition to our new minister. Rev. Wendy MacFadzean is our part-time minister who is employed 25 hours per week with major responsibility for Christian Education and Pastoral Care. Our organist/music director is Ljiljana Markovic who joined us in November 2008. She is responsible for the music program including direction and accompaniment of the senior choir, weekly musical contribution to our services of worship, and participation in special events and services. The Ministry and Personnel Committee is currently working with three local area United Churches to hire a youth program coordinator. Our 2009 budget includes \$4,400 for this position. Our church secretary is Pat Martin who has been in this position for the past nine years. She is employed for 28 hours a week from September to June. Custodial services of the church cleaning are contracted out to an outside provider.

Other Assets

The value of the church building and contents including the Gabriel Kney organ was insured for \$3,163,000 for 2009. Our building is equipped with a sound system and hearing assistance devices that can transmit in the sanctuary, parlor and gym. We also have an overhead projection system in the sanctuary. Our technical team is committed to keeping our church current with the latest technology. We have an elevator which allows the physically disabled to reach any part of our church.

Financial Resources

Our church expenditures in 2008 totaled \$259,534. The 2009 budget is set at \$266,655 with anticipated revenue from regular givings being estimated at \$182,000. The balance is to be raised from church usage and fund raising. A capital fund of \$117,837 exists to cover future needs.

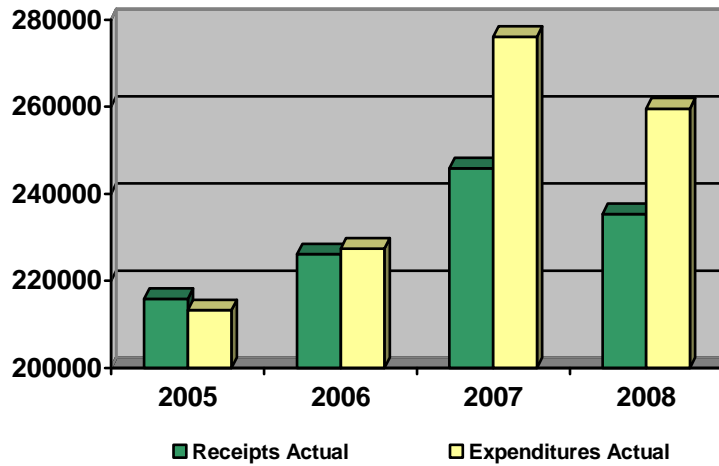
Our focused Stewardship Campaign earlier this year has provided the opportunity for our members to estimate a 13% increase in weekly givings... another positive development in our plan to reach our target at year end.

Mission and Outreach contributions for 2008 were approximately \$50,000 with over 60% of that going to the United Church Mission and Service Fund.

The major expenses for our church relate to staff salaries, allowances and benefits which amounted to about 60% of the operating budget in 2008.

SJRUC JNAC Report

OPERATING FUND – 2005 TO 2008



At the time this report was created, receipts were up by 11% over this time last year.

The Story of the Money We Spend on Ministry

In 2009, we want to invest \$294,653 in:

Worship

\$117,862

Each week our lives are enriched through meaningful worship. Our Minister(s), organist/music director prepare and lead us in Sunday worship, as well as in special worship services throughout the year.

Christian Education

\$67,770

Children, teens, and adults benefit from educational opportunities our church provides.

Pastoral Care / Membership

\$53,037

Our Minister(s) and many volunteers care for the members of our congregation and community in times of sorrow and celebration. Hospitality is important too!

Mission and Service Fund and Other Outreach

\$55,984

We have a long tradition of supporting the Mission and Service Fund of the United Church of Canada, which allows us to participate in God's work across Canada and around the world in partnership with others.

We raise other funds for other local outreach projects throughout the year - projects that are not budgeted.

SJRUC JNAC Report

Position Profile

Ordered Minister of Worship and Outreach (Full-Time)

Summary Statement

Our Minister will be part of a team that will care for the spiritual needs of an older congregation with renewed emphasis on children, youth and young families, while inviting visitors and new members to share in meaningful worship services.

The focus of the full-time position

- Plan, prepare and give leadership in worship, including the celebration of the sacraments in consultation with the Worship Committee and the organist/choir director (with emphasis on scripture based sermons and a wide variety of musical experiences)
- Support Christian Education programs for children and youth and ensure that children, youth and their families are welcome participants in all facets of church life.
- Encourage outreach into our neighbourhood, our community and the greater church.
- Support and help provide Pastoral Care for the congregation, with particular care for visiting and those in need, using personal resources and those of the congregation and professionals in the community.
- Recognize and encourage volunteers and promote the growth of leaders by emphasizing regular leadership workshops and open communication around the time, talent and treasures of our Congregation.
- Welcome visitors and integrate new members into the Congregation.
- Serve in an advisory capacity to the Unified Board as an ex-officio member of all committees with the exception of the Ministry and Personnel Committee, with whom the relationship will be collegial. The Minister will attend all meetings of the Executive and the Unified Board for input and involvement in the business of the church.
- Coordinate regular staff meetings.
- Maintain a program of personal and professional development through use of study leave in consultation with the Ministry and Personnel Committee
- Participate in Presbytery and Conference.

Accountability

The Minister is accountable to the Unified Board through the Ministry and Personnel Committee. The Minister is also accountable to Waterloo Presbytery.

SJRUC JNAC Report

Skills and Traits Needed

This description of skills and traits needed for this position is based largely on a survey of members and adherents of SJRUC in May 2009 and conversations with our current interim Minister and our current part-time Minister.

- a God-centered person
- an effective communicator
- able to plan and lead worship sensitive to the congregation's needs
- able to work with a wide variety of age groups
- able to convey the spiritual message
- an enthusiastic, organized leader
- interested in encouraging the Unified Board and others in the congregation in further continuing education and Christian Development
- able to empower laity
- open to creative worship experiences
- willing to foster a welcoming and open spiritness
- a person with good administrative skills
- a friendly, sincere, compassionate person
- someone who is flexible, a good listener, with a good sense of humour.
- someone who has an appreciation of music
- a good team person willing to work with others
- able to bring out the child in all of us during children's time and welcome youth participation in the service
- commitment to embrace technology as a communication tool.
- able to model effective self care

Terms

Salary: To be negotiated, with reference to the annual Salary and Allowance Schedules established by the United Church of Canada (UCC).

Housing Allowance: \$17,243 per year, with an annual percentage increase which reflects the annual percentage increase in salary and a review every three years.

Travel: Paid at a rate established by the General Council Executive - \$0.41 per km

Moving Expenses: Reasonable cost of relocation of household goods will be covered according to the UCC guidelines

Phone: One telephone and one telephone line provided. Reimbursement of cell phone calls for church related business to a maximum of \$400 per year.

Continuing Education and Books: \$1,200 per year

Holidays: One month per year (5 Sundays)

Study Leave: Three weeks per year

All other terms as stipulated in The Manual.

SJRUC JNAC Report

Position Profile

Minister of Pastoral Care and Christian Development (Half-Time - 20 hours/week)

Summary Statement

Our Minister of Pastoral Care and Christian Development will provide pastoral care for people of the congregation through a Ministry of Visitation and will also provide leadership to the youth, young adults and young families of the congregation encouraging participation in worship, Christian studies and other church activities.

The focus of the half-time position

- Develop and support Christian Education programs for children and youth and ensure that children, youth and their families are welcome participants in all facets of church life.
- Develop, support and provide Pastoral Care for the congregation, with particular care for visiting and those in need.
- Support outreach into our neighbourhood, our community and the greater church
- Work with the Pastoral Care/Membership Committee of the Unified Board to facilitate training and encourage lay persons to provide pastoral care.
- Attend all meetings of the Executive and the Unified Board for input and involvement in the business of the church.
- Attend regular staff meetings.
- Maintain a program of personal and professional development through use of study leave in consultation with the Ministry and Personnel Committee
- Participate in Presbytery and Conference.

Accountability

The Minister of Pastoral Care and Christian Development is accountable to the Unified Board through the Ministry and Personnel Committee. The Minister is also accountable to Waterloo Presbytery.

Skills and Traits Needed

This description of skills and traits needed for this position is based largely on a survey of members and adherents of SJRUC in May 2009 and conversations with our current interim Minister and our current part-time Minister.

- a God-centered person
- an effective communicator
- able to work with a wide variety of age groups
- an enthusiastic, organized leader

SJRUC JNAC Report

- interested in encouraging the Unified Board and others in the congregation in further continuing education and Christian Development
- able to empower laity
- willing to foster a welcoming and open spirit
- a friendly, sincere, compassionate person
- someone who is flexible, a good listener, with a good sense of humour.
- someone who has an appreciation of music
- a good team person willing to work with others
- able to model effective self care

Terms

Position: This position is open to Ordered Ministers and Designated Lay Ministers (DLM). If this position is filled by a DLM it will be a yearly appointment.

Salary: To be negotiated, with reference to the annual Salary and Allowance Schedules established by the UCC.

Housing Allowance: \$8,622 per year, with an annual percentage increase which reflects the annual percentage increase in salary and a review every three years.

Travel: Paid at a rate established by the General Council Executive - \$0.41 per km

Moving Expenses: Reasonable cost of relocation of household goods will be covered according to the UCC guidelines

Phone: One telephone and one telephone line provided. Reimbursement of cell phone calls for church related business to a maximum of \$200 per year.

Continuing Education and Books: \$600 per year

Holidays: One month per year (5 Sundays)

Study Leave: Three weeks per year

All other terms as stipulated in The Manual.

SJRUC JNAC Report

Conclusion

The Joint Needs Assessment Committee recommends that the congregation of St. James'-Rosemount United Church be asked to consider the following motions:

Motion One:

That Waterloo Presbytery declare a vacancy at St. James'-Rosemount United Church for a full-time Ordered Minister of Worship and Outreach.

Motion Two:

That Waterloo Presbytery declare a vacancy at St. James'-Rosemount United Church for a half-time (20 hours per week) Minister of Pastoral Care and Christian Development. This position is open to Ordered Ministers or Designated Lay Ministers. This person is to be in position within six months of the appointment of the full-time minister.

Motion Three:

That a Joint Search Committee be struck to consider possible candidates for both positions once the report is approved by Presbytery.

Motion Four:

That, upon the acceptance of this Joint Needs Assessment Report by the Unified Board, the congregation of St. James'-Rosemount United Church, and the Pastoral Relations Committee of Waterloo Presbytery, this Joint Needs Assessment Committee be disbanded.

Joint Needs Assessment Committee

Tom Smith (Co-chair)
Les Houston (Co-chair)
Shay Keen
Grace Alton

John Bingeman
Jan Omand
Marilyn Shaw (Presbytery Representative)
Joan Gugeler (Presbytery Representative)

You are invited to view the St. James'-Rosemount website, www.sjruc.ca