

REQUEST TO DECLARE A MINISTRY POSITION (LC V)

PURPOSE: To provide Presbytery and London Conference with the necessary documents to consider the declaration of a ministry position (changing an existing position, or declaring a vacancy/appointment opening) . To be evaluated for future use in London Conference between July 2013 to August 2015.

WHO USES IT: Local Ministry Unit – to be completed by Governing Body.

WHEN TO USE THIS FORM: When you have completed the Position Description and are ready to request that Presbytery declare a vacancy. Can be used for Interim Ministry and short-term Supply Ministry also.

for internal communication between United Church of Canada Courts

ROUTING: Please keep a copy for your records prior to sending on.

- Governing Body completes Parts A and B; and forwards to Presbytery.
- Part B is completed following a meeting of the Local Ministry Unit.
- Presbytery reviews documents, approves and completes Part D.
- Presbytery forwards the form to London Conference Office (vacancies@londonconference.ca).
- London Conference posts vacancy onto London Conference website (www.londonconference.ca).

PART A: CHECKLIST

- We have reviewed and attached our Annual Ministry and Mission Priorities
- We have developed and attached our Ministry Personnel Position Description
- We have completed and attached our Financial and Demographic Profile
- The required policies and practices are in place within our local ministry unit:
 - Workplace Violence and Harassment Policy (Bill 168);
 - Name and contact information for the Chair of the Ministry and Personnel Committee
John McFadzean jmfadzean@sunnorth.com
- ADP Payroll number 81X7
- IF APPLICABLE: An up-to-date Manse Information Summary Sheet (PR 435 MI) is attached.

PART B: RECOMMENDATION of GOVERNING BODY

The Governing Body of Egmondville United Church Local Ministry affirmed the attached Ministry and Mission Priorities, Financial and Demographic Profile and the Ministry Personnel Position Description at a meeting on September 4th and recommends a vacancy for E.U.C effective Sept. 18:

Sept 04 / 13
Month/Day/Year

Linda Doig
Signature: Governing Body Designate

Linda Doig
Printed Name:

PART C: ACTIONS ARISING FROM A MEETING OF MEMBERS OF LOCAL MINISTRY UNIT:

The Egmondville United Church Local Ministry affirms the attached Ministry and Mission Priorities, Financial and Demographic Profile and the Ministry Personnel Position Description, at a meeting on September 4th and requests that Huron Perth Presbytery declare a vacancy for EUC to be effective Sept 1/18 (date).

Sept. 4/2018
Month/Day/Year

Linda Doig
Signature: Chair of Meeting

Linda Doig.
Printed Name (same)

Sept 4/2018
Month/Day/Year

Wendy Hutton
Signature: Recording Secretary

Wendy Hutton
Printed Name (same)

We name the following as our Interview Team to represent us:

Interview Team (recommend no fewer than 5 and no more than 7): This committee is inactive until first meeting called by Liaison from London Conference Settlement and Pastoral Relations Committee.

Name (print)-	Email Address	Phone
Communication Contact		
Gwen Good	honeygood@egmondville.com	519 2801331
Cindy Engel	c.engel@ezlink.ca	519-440-2914
Brian Mc Gavin	brianm@mcgavinfe.ca	519 525 7327
Jack McLachlan	j.mclachlan@ccc.on.ca	519 522 1870
Linda Doig	l.doig@gmail.com	226 921 1245

PART D: Presbytery Confirmation and Action:

_____ Presbytery has reviewed the Local Ministry Unit Ministry and Mission Priorities, Financial and Demographic Profile and Ministry Personnel Position and:

Declares a vacancy for Egmondville United effective Oct 23/18 (date).

Oct 23, 2018
Month/Day/Year

Margaret Bakker
Signature: Presbytery Secretary

Margaret Bakker
Printed Name:

MINISTRY & MISSION PROFILE

**The United Church of Canada
L'Eglise Unie Du Canada
London Conference**

Local Ministry Unit – Telling Our Story: Ministry and Mission Profile (LC MM)

Name of Local Ministry Unit : Egmondville United Church

Address of Local Ministry Unit: 26 Kippen Road Egmondville, ON, N0K 1G0

Brief Description of Local Ministry (three sentences): We seek a minister with imagination to help us balance tradition and contemporary thought during Sunday morning Worship. We are looking for a Minister who is gifted in ways of compassion with skills in listening, sharing and pastoral care. We prefer our Minister live in beautiful Rural Huron County and be involved in our community. We are open to a Minister from the three streams of ministry of the UCC: Ordained, Diaconal and Designated Lay Ministry.

Position Title: Minister

Position Profile: X Full- time
 X Solo

Priority (#1 to #7)	Category Title	This is who we are as a Local Ministry Unit:
#1	Worship	<p>Our Sunday morning Worship hinges on effective, interesting, life giving preaching, that motivates, informs and encourages.</p> <p>We are a progressive congregation and we use technology in worship including projection of hymns, responsive readings, pictures and video illustrations. We encourage our minister to use video picture/technology for sermon illustration</p> <p>We appreciate singing old favourite hymns, but also enjoy learning new songs from "More Voices" with the help and direction of our choir and organist</p> <p>We like to laugh in worship and clap in appreciation.</p> <p>We enjoy a relaxed , comfortable atmosphere</p> <p>We have participated in "Messy Church"</p> <p>We have an active Choir and music is a key part of worship here</p> <p>We appreciate Uplifting worship</p> <p>We have 2 licensed lay worship leaders as part of our faith community</p>

<p>#2</p>	<p>Leadership</p>	<ul style="list-style-type: none"> • We value a Minister who encourages and leads us in using our individual spiritual gifts • We value a Minister who leads by example by working with us and being involved in our worship, fundraising and community involvement activities • We value a Minister who will lead us in reconnecting with the greater church and helps foster our ties with the General Council, Conference and the New governing structure of the United Church of Canada • Effective leadership demonstrated • We look to our Minister and our Church Council for leadership. The focus of this leadership is to influence those involved in our community of faith to work together to accomplish our Purpose • Our music is collaborated with the organist, choir and ministerial team • Special Ministries - visitation to those in need • Chairs of the 7 committees ensure the responsibilities are fulfilled • We are a single point charge • We have a private office for the pastor - main office in basement
<p>#3</p>	<p>Pastoral Care</p>	<ul style="list-style-type: none"> • We are a closely knit yet open community who support each other • Pastoral Visiting is appreciated regularly in Long Term Care facilities, hospitals and individual homes • Our Minister is encouraged to reach out into the community by presiding at funerals and weddings • We live in a small community, thus pastoral care is often requested at the post office, grocery store, arena etc. • We have a greeting card ministry carried out by a couple in our church congregation, casual visiting and telephone calls to keep in contact with shut-ins • We also participate in a rotation of area Nursing Home Worship Services • We have a Care Team who supports the Minister

<p>#4</p>	<p>Justice and Outreach</p>	<ul style="list-style-type: none"> • We pray for justice and outreach and offer our monetary support and are engaged with many groups Locally, Nationally and Globally • We are currently (past 3 years) working with three other community churches in continuing to support a Syrian refugee family of 5. The bulk of our commitment is over, but we have pledged to assist in bringing other family members to Canada when the application forms are approved. This has been a very heartwarming and challenging project. • We hold fundraising lunches and take up special collections when disaster strikes. We encourage our congregation to donate through the United Church to disasters as they arise. • Canadian Foodgrains Bank receives both individual and collective support from us • We occasionally read the Moments for Missions in Sunday Worship • We sponsor United Church camp Menesetung, we send children to camp each summer • We support Gifts with Vision and the Christmas Bureau • We provide worship services at three of the local Long Term Care facilities on a monthly basis • We support local food bank with donations and volunteering • We provide space for meetings such as AA and other meetings as needed • We provide service to our community through our "Turkey Dinner" at the local Community Centre, Plant Sale at our Church and Our Christmas Bazaar in November of each year

#5	Discipleship	<ul style="list-style-type: none"> • We value the purpose of Sunday School, but are struggling to maintain and increase attendance in our Sunday School program and Youth activation • We teach the young through children stories during our church service • We appreciate Bible study and occasional adult learning activities. • We welcome community groups (eg. AA) to use our space for meetings and gatherings • We hold coffee hour weekly after church service • We value faithfully living in today's world
#6	Stewardship	<ul style="list-style-type: none"> • We have adequate financial resources managed by our finance committee and our finances are reviewed at each meeting of church council • We are able to meet our budgetary requirements through regular Sunday givings , fundraising events and occasional legacy gifts • We have a talented, skilled membership who often need to be encouraged to use their gifts - we have organizers, developers, carpenters, electricians, engineers, musicians, teachers, accountants, farmers, physicians, lawyers, nurses etc. there is always opportunity to look for ways we can use their talents/ skills
#7	Ministry Partnership	<ul style="list-style-type: none"> • We participate in Annual Community World Day of Prayer service and World Communion Sunday • We have combined Confirmation and Bible School with other congregations and are involved with Clinton Ministerial • We participate with local Ministry at local Long Term Care facilities

Ministry Personnel Position Description
The United Church of Canada
L'Eglise Unie Du Canada
London Conference

Ministry Position Description (LC PD)

Position Title: Minister

Position Profile: X Full-time Part-time If Part-time, hours/week
X Solo

Position Summary:

We seek a minister with imagination to help us balance tradition and contemporary thought during Sunday morning Worship. We are looking for a Minister who is gifted in ways of compassion with skills in listening, sharing and pastoral care. We prefer our Minister live in beautiful Rural Huron County and be involved in our community. We are open to a Minister from the three streams of ministry of the UCC: Ordained, Diaconal and Designated Lay Ministry.

Autonomy in Decision-Making:

The position is accountable to: Egmondville Church Council through the Ministry and Personnel Committee (for local support and accountability related to the position description) and expected to attend Council meetings and any Committee meeting as requested

London Conference (for oversight and discipline) - expected to attend the Annual General meeting and other events as able or required

Minister will take the lead in planning and conducting services, sacraments with the guidance of the Worship Committee and choir

Special Expenditures must be authorized by the Finance and Church Council

Discretionary Funds available to Minister

Principal Areas of Responsibility and Associated Duties:

Sunday Worship Service, Pastoral Care as well encourages involvement and growth of members gifts

Congregational Leadershiip

***** As a church family we celebrate who we are as local Ministry unit and are looking forward to working jointly with a minister who encourages us along our faith journey***

Worship:

We value / appreciate a minister who would encourage a congregation to use their talents and participate in worship and Christian education. We would like our Sunday morning experience to be so stimulating, that people make plans to attend the next Sunday in fear of missing something.

Music is appreciated and is a key part of our worship.

We have an active choir

We would like the message to integrate sacred scripture into everyday life as well as being relevant to today's world

We would invite the minister to join us in relaxed attire, vestments not required

We appreciate Sunday morning scripture reading from more modern translations or paraphrased bibles

Leadership:

Lead through involvement

Minister needs to reach out to younger families and encourage their involvement

Encourage and support all members of the congregation to participate fully in the life of the church

Share leadership appropriately, often acting as a facilitator, mentor or coach

Model openness to new possibilities and have courage to try new things while being sensitive to the needs of the congregation

Pastoral/Spiritual Care:

Continue to encourage and support members of the Care Team as they are fulfilling their visits

Set aside time each week to regularly contact those who are sick, elderly or unable to attend Sunday Service

Provide Pastoral care to those who have requested it

To encourage the congregation to recognize and respond to the needs of others

Continue our schedule of providing monthly worship in community Nursing and Retirement Homes

Justice and Outreach:

Would like our minister to heighten the awareness of world and local events and invite the congregation to appropriate response

Promote and encourage involvement in social justice issues, and outreach programs based on individual talents, interest and skills

Engage the congregation with a vision of gospel that recognizes and responds to needs beyond their own needs

Discipleship:

We value the purpose of Sunday School and welcome a Minister who would "Think outside the Box" when scheduling, planning and coordinating Christian education for all ages

We appreciate all types of learning opportunities for children, youth and adults

Ministry Partnerships:

We encourage our Minister to maintain existing relationships and seek new opportunities to serve along side others in the community

Stewardship:

We appreciate world and local events being linked to Sunday worship through thought, prayer and action

We see value in Moment for Mission articles being included in Worship

Personal Spirituality and Self Care:

Our minister will be encouraged to continue their Professional and Spiritual Development. We have a healthy and flexible continuing education and book supply budget.

We feel a minister should be eager to learn new things with an ability to share with us.

Required Knowledge, Skills and Abilities:

Sense of Humour

Computer/technology Expertise

Level of Education as noted above

Drivers License - access to a car

Other 'Preferred Assest

Demographic, Financial & Community PROFILE

The United Church of Canada L'Eglise Unie Du Canada London Conference

Financial and Demographic Profile (LC FD)

PART A: ABOUT OUR PEOPLE:

Number of congregations: X 1 2 3 Other

Egmondville United (Name of Congregation)	448 (# on roll)	71 (Avg. Sunday attendance)
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We think of ourselves MAINLY as: X-Rural X-Small town
Other _____

Most of us live (check only one):

In apartments	X- In single-family homes
In retirement homes	In long-term care homes
On working farms	On rural retirement property

The rest of us live (check all that apply):

X - In apartments	X - In single-family homes
X - In retirement homes	X- In long-term care homes
X - On working farms	X - On rural retirement properties

Our congregation includes (approx. number in each group)

Infants and pre-school	41	Children (5-12)	44	Teens (13-19)	30
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Young adults (20-30)	85	Adults - (35-50)	58	Adults- (51+)	80
Young retirees (51-64)	40	Older Retirees (65-70)	85	Seniors (over 70)	80

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 in the following industries or sectors: (check all that apply)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Health or social services | <input checked="" type="checkbox"/> Education |
| <input checked="" type="checkbox"/> Manufacturing | <input checked="" type="checkbox"/> Transportation |
| <input checked="" type="checkbox"/> Agriculture and food production | <input checked="" type="checkbox"/> Tourism/Hospitality |
| <input checked="" type="checkbox"/> Retail | <input checked="" type="checkbox"/> Environment |
| <input type="checkbox"/> Mining/Forestry | <input checked="" type="checkbox"/> Information Technology |
| <input checked="" type="checkbox"/> Government | <input checked="" type="checkbox"/> Professional Services |
| <input type="checkbox"/> Other (specify): Lay Ministers | |

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

- A family where we all know each other, many members are related to each other.
- A medium sized church with some people very involved and others participate mostly by attending worship.
- A church with an ethnic identity or diverse inter-cultural mix.
- A big church with a staff team and lots of different programmes and small groups.
- Other description:

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 don't know how to go forward and have some anxiety. 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.

PART B: ABOUT OUR TANGIBLE ASSETS

Governance structure:

How many people are on your Governing Body? 14

How many are typically present at a meeting of your Governing Body? 12

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.)

Is your church fully wheelchair accessible? Yes

Tell us how: Accessible entrances, elevator to sanctuary and basement, 2 accessible washrooms and pews have been removed in the sanctuary in the mid centre section

Is it partly accessible? Yes Tell us how:

No

What other measures of accessibility do you provide? (e. g. Assistive Hearing Devices, Large Print) - Assistive hearing devices, large print hymnbooks, projection screen with large print, and bulletins in large print

** we want to note that we have an AED - Automatic External Defibrillator

Do you have plans for improving accessibility? Yes Tell us how:

X No

Sanctuary holds 260 people

Seating/set up in sanctuary (pews, chairs, choir loft etc) - pews have padded seats

Is the sanctuary used other than for Sunday Worship? If so, how?

Funerals, Weddings, Vacation Bible School, Concerts

Are there meeting rooms? X Yes No

What are they used for? Community Groups, Fellowship activities, Plant sale, Christmas Bazaar, Vacation Bible School

Is there a nursery? Yes X No

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

Are there Sunday School rooms? Yes X No

How many? Are they also multipurpose use?

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

Brief descriptions: Fellowship Hall in the basement, Quiet Room and Vestry

Where is the office located for the minister? Is it shared? Office is not shared and Ministers office is in the back section of the church

Describe it: Office is newly renovated, has a desk, chair, bookshelf, refrigerator and filing cabinet

What computers/telephones are provided at the church? Modern computers - one in the Sanctuary and one in Secretary's office with flat screens and printer scanner

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

What Social Media accounts and Webpages does the church hold? Facebook, Church Webpage and email database Who maintains, updates them? Local Person in Community

Is there a photocopier in the church? X Yes No

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

Brief descriptions (tenants, occasional rentals, frequency of use) AA uses the basement weekly, wedding showers and social functions provided by the church and ministry activities

Administrative Support:

What administrative support is provided? Secretary

How many hours per week? 8 hours/week or as needed Is this yes -paid or volunteer?

Ministry and Personnel Committee:

How many members? 6

How often does the committee meet? 4 times/year or as needed

Has one or more of the committee members attended a M&P Committee Training event in the last three years?

Yes No

John McFadzean 519 -522-0964 Chair

Marg Dale, Marita Kochis, Jackie Glanville, Bev Coleman, Judy Nuhn

PART C: ABOUT OUR FINANCES

Attach the previous two years financial information, including:

- Balance Sheets (assets and liabilities)
- Revenues and Expenditures
- Charity Tax Returns (T3013)

Also include the current year's budget.

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 76.1 % Congregational Fundraising Activities 20.4 %

Rental of building/services .8 % Bequests/Reserves/Investments

Other (please briefly describe): 2.7%

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:

X Yes: a formal third-party review.

No.

Our Statistics from the last five years of submissions to the United Church of Canada show:

	Line # in the Yearbook	Current year	One year ago	Two years ago	Three years ago	Four years ago
Average weekly attendance Sunday	20	85	85	112	133	120
Identifiable givers (local)	18	146	146	146	146	147
\$ expended for pastoral charge operations	40	197,697	103,369	145,825	137,798	128,564
# households under pastoral care	5	227	230	230	224	200

PART D: ABOUT OUR COMMUNITY

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

Egmondville/Seaforth lies in the Heart of Rural Huron County, where we enjoy the blessings of Rural Life, and are just minutes drive from city amenities and beaches. (including and not limited to theatre, restaurants, sports venues)

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

Businesses - lack of prospective employees

Challenged to attract younger generations to the community

Transportation for Seniors

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

www.huroneast.com

www.egmondvilleunitedchurch.com

Other faith communities represented in our community/region are:

Presbyterian, Roman Catholic, Anglican, Associated Gospel Conference, Jehovah Witness ,
Bethel Bible and Northside United Church

We have close ties with the following faith communities:

All of the Above