



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

**Local Ministry Unit – Telling Our Story: Steps to Declare a
Vacancy**

Ministry and Mission Profile (LC 405)

PURPOSE: To enable a Local Ministry Unit to honestly and boldly “tell its story” to prospective Ministry Personnel. Use this form with the Guidelines for the “Ministry and Mission Profile” which you will find in the Handbook “Steps to Declare a Vacancy”. This includes Interim Ministry and short-term supply situations.

Who Uses it: Governing Body in consultation with congregation, the Interview Team

When to use: When you are seeking new Ministry Personnel whether for a call or appointment or for a regular review of priorities for purposes of assessment and goal-setting.

***** *② Its close proximity to the twin cities fulfills all social service requirements.
③ The congregation is small and mature, yet energetic and resourceful.
④ The community is diverse, though transient.*

Name of Local Ministry Unit: Goulais River United Church

Address of Local Ministry Unit: 510 Highway 552 W., Goulais River ON, P0S 1E0

Brief Description of Local Ministry (three sentences): *① Goulais River United is 20 mins. from Smiths Falls, offering a quiet, rural setting which caters to family recreational activities for all seasons.*

Please indicate your interest in our Local Ministry by providing your Skills, Gifts and Passions Profile, a resume and a cover letter to the London Conference Personnel Minister.

Closing Date: OR, There is no closing date.

Priority (#1 to 8)	Category Title	This is who we are as a Local Ministry Unit:
	Discipleship	To continue to encourage people of all ages to grow in faith by providing suitable activities and support.
	Justice and Outreach	To continue to provide support for our community by participating in a variety of outreach activities relevant to our local needs.
	Leadership	To provide support to develop skills that facilitate the spiritual growth of our community.

	Category Title	This is who we are as a Local Ministry Unit: <i>(continued)</i>
	Ministry Partnerships	To foster relationships by being visibly present at interdenominational events in the community.
	Pastoral Care/Spiritual Care	Is to gain a better understanding of what pastoral care entails, and find different ways to provide it.
	Spirituality and Self-Care within your Local Ministry Unit	To be more aware of the demands and expectations of our congregants to avoid burnout.
	Stewardship	To maintain commitments to building and our ministry by providing stewardship through our gifts and talents.
	Worship	To provide a relevant, timely service reflecting a variety of styles in the service.

Approved by the Governing Body or Goulais River United (name of Local Ministry Unit).
Church Board of Management

John A. McDonald
 Name/Signature of Chair

Nov 18 / 13 GRUC
 Date/location

Wayne McLean
 Name/Signature of Secretary

Nov. 18 / 13 GRUC
 Date/location

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Demographic, Financial and Community Profile (LC 405 DFC)

PURPOSE: To provide information about the Local Ministry Unit to prospective applicants.

PART A: ABOUT OUR PEOPLE:

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

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

Congregation A Goulais River United 76 23
(Name of Congregation) (# on roll) (Avg. Sunday attendance)

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

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

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

Our congregation includes (approx. number in each group)

Infants and pre-school 1 Children (5-12) 5 Teens (13-19) 9
Young adults (20-30) 1 Adults - (35-50) 13 Adults- (51+) 35
Young retirees (51-64) 9 Older Retirees (65-70) 15 Seniors (over 70) 11

Most of us...: (choose one)

50% 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 50%

Many of us 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
- Other (specify): Steel Plant
Trades

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 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? 12

How many are typically present at a meeting of your Governing Body? 8

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.)

Sanctuary holds 71 people

Are there meeting rooms? Yes No

What are they used for?
• Board meetings
• Sunday School
• Pastoral office

Is there a nursery? Yes No

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

Are there Sunday Schools rooms? Yes No

How many? Are they also multipurpose use? One large room in the basement that can be divided into 3 areas by curtains.

Are there activity rooms? (ie quilting, gym, library) Yes No

Brief descriptions:

Where is the office located for the minister? Upstairs, behind the sanctuary.

Describe it:

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Handbook for Discerning and Declaring Ministry Vacancies

* Is your church fully wheelchair accessible? Yes Tell us how:

No

Is it partly accessible? Yes Tell us how:

No

What other measures of accessibility do you provide? (e. g. Assistive Hearing Devices, Large Print)

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

No

*Planning to add onto church
a hall at ground level at the
accessible washrooms and ramp
into church at both ends.*

Sanctuary holds 70 people

Seating/set up in sanctuary (pews, chairs, choir loft etc)

Is the sanctuary used other than for Sunday Worship? If so, how? NO

Are there meeting rooms? Yes No

What are they used for?

Is there a nursery? Yes No

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

Are there Sunday Schools rooms? Yes No

How many? Are they also multipurpose use?

Are there activity rooms? (ie quilting, gym, library) Yes No

Brief descriptions:

Where is the office located for the minister? Is it shared?

Describe it:

What computers/telephones are provided at the church?

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

What Social Media accounts and Webpages does the church hold? Who maintains, updates them?

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

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

AA once a week, Youth activities (seasonal), Amateur Photography Contest
Community Functions (ie Birthdays, Anniversaries, showers etc) as needed. (FALL)

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? Yes Tell us how:

No

Administrative Support:

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

Yes No

If yes, how many hours per week? 2 If yes, is this paid or volunteer?

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

Ministry and Personnel Committee:

How many members? 2

How often does the committee meet? 4 X yearly

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

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)

* Meeting expenses, but sometimes have to rely on reserves to fund operational budget.

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

Congregational givings 74% Congregational Fundraising Activities 23%

Rental of building/services 0.6% Bequests/Reserves/Investments 0.2%

Other (please briefly describe): 1%
 - World Day of Prayer
 - Bible Study
 - Highway Cleanup (Bottle returns)
 - other misc.

Our Financial Reserves:

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

Our Financial Accountability:

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

Yes: a formal third-party review.

No.

Our financial statements from the last three years are available upon request.

Yes No, but available on our website No

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

	Line # in the Yearbook	Current year 2012	One year ago 2011	Two years ago 2010	Three years ago 2009	Four years ago 2008
# attending Sunday worship	1.21	28	29	37	34	46
# of regular givers	1.18a	50	44	56	49	48
\$ expended for pastoral charge operations	5.83	19,849	18,058	20,578	19,465	20,110
# households under pastoral care	1.5	58	58	53	53	53

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Is there a photocopier in the church? Yes No

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

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

Administrative Support:

What administrative support is provided?

How many hours per week? _____ Is this paid or volunteer?

Ministry and Personnel Committee:

How many members? _____

How often does the committee meet? _____

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

Yes No

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) *> online*

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 _____ Congregational Fundraising Activities _____

Rental of building/services _____ Bequests/Reserves/Investments _____

GOULAIS RIVER UNITED CHURCH - BALANCE SHEET - DECEMBER 31, 2013

<u>ASSETS</u>		<u>LIABILITIES</u>	
Bank Balances		Liabilities	\$0.00
- Current Account	\$5,562.45		
- Savings Account	\$12,246.21		
Other Assets		<u>CAPITAL</u>	
- Church Site	\$24,000.00	Capital	\$146,906.89
- Church Building	\$75,000.00	Surplus (-Deficit)	\$5,063.34
- Items in Church Building (New Blinds)	\$35,161.57	Total Capital	\$151,970.23
Total	\$151,970.23	Total	\$151,970.23

**GOULAIS RIVER UNITED CHURCH
SAVINGS ACCOUNT FINANCIAL STATEMENT
JANUARY 1 - DECEMBER 31, 2013**

	<u>2013 Actual</u>	<u>2012 Actual</u>
Balance Forward January 1	\$6,804.40	\$5,263.89
Receipts		
Interest on Account	\$4.56	\$2.66
Transfer from Current Account	\$5,437.25	\$1,537.85
	<u>\$5,441.81</u>	<u>\$6,804.40</u>
	\$12,246.21	\$6,804.40
Expenses		
LOVE Fund Payouts	\$0.00	\$0.00
Balance Ending December 31	\$12,246.21	\$6,804.40

**GOULAIS RIVER UNITED CHURCH
CURRENT ACCOUNT FINANCIAL STATEMENT
JANUARY 1 - DECEMBER 31, 2013**

	<u>2014 Projected</u>	<u>2013 Actual</u>	<u>2012 Actual</u>
Balance Forward January 1		\$4,069.92	\$6,085.65
RECEIPTS			
Building - Envelope Offerings		\$2,263.50	\$1,631.00
- In Memory of ...		\$957.00	\$120.00
- Women's Association		\$3,000.00	~
- Sundry Receipts		~	\$69.76
LOVE Offerings		\$240.60	\$641.74
Fundraising - Com. Birthday Cal. Sales	\$2,500.00	\$2,700.00	\$3,065.00
- Suppers	\$3,000.00	\$2,570.75	\$3,575.50
- BBQ & Corn Roast	\$500.00	\$400.70	\$527.30
- Soup & Sandwiches - Kids Advent Crafts		\$76.95	\$135.75
G.I.C. - Interest		\$5.96	\$14.00
G.I.C. - Cashed In		\$2,000.00	~
Mission & Service - Christmas Stockings (5)		\$95.00	\$173.00
- Envelope Offerings	\$2,500.00	\$2,285.75	\$1,851.50
- Other		~	\$857.25
Sundry - Basement Use		\$420.10	\$310.00
- Daily Devotionals		\$37.90	\$30.65
- Other		\$108.30	2026.65
- Sunday School	\$100.00	\$106.00	\$155.85
- Tax Receipted Gifts		\$2,955.00	\$1,831.11
Weekly Budget - Envelope Offerings	\$23,000.00	\$21,175.25	\$28,634.00
- Loose Offerings	\$700.00	\$742.10	\$706.61
Total Projected 2014 Income:	<u>\$32,300.00</u>		
Subtotal Carried Forward		\$46,210.78	\$52,442.32

**GOULAIS RIVER UNITED CHURCH
CURRENT ACCOUNT FINANCIAL STATEMENT
JANUARY 1 - DECEMBER 31, 2013**

	<u>2014 Budget</u>	<u>2013 Actual</u>	<u>2012 Actual</u>
Subtotal Carried Forward		\$46,210.78	\$52,442.32
EXPENSES			
Algoma Presbytery Assessment	\$1,880.13	\$1,654.34	\$1,861.31
Bank Service Charges	\$300.00	\$354.08	\$149.40
Building & Grounds - Cleaning Church	\$780.00	\$780.00	\$795.00
- Fuel Oil & Service	\$3,500.00	\$2,878.00	\$3,001.96
- Garbage Tickets	\$125.00	\$75.00	\$100.00
- Insurance	\$2,300.00	\$2,157.00	\$2,055.00
- Power	\$1,350.00	\$1,212.27	\$943.52
- Snow Removal	\$850.00	\$660.00	\$420.00
- Construction	\$2,000.00	\$341.82	\$153.23
- Water Testing	\$200.00	***	\$37.08
Fundraising - Community Birth. Calendars	\$1,225.00	\$1,233.46	\$1,230.32
- BBQ & Corn Roast	\$250.00	\$56.99	\$227.54
- Suppers	\$700.00	\$650.06	\$907.25
H.S.T.	\$1,100.00	\$1,300.48	\$1,102.15
Minister - Book All./Con.Ed./Telephone		***	\$9.26
- C.P.P.		\$286.98	\$573.96
- E.I.		\$260.58	\$507.36
- Group Insurance		\$732.66	\$1,465.32
- Group Insurance Tax (8%)		\$54.78	\$109.56
- Housing Allowance		\$2,400.00	\$4,800.00
- Salary		\$7,500.78	\$15,001.56
- United Church Pension		\$945.12	\$1,470.12
- Payroll Service	\$50.00	\$126.32	\$219.72
Piano Honorarium (52wks x \$30/wk)	\$1,800.00	\$1,630.00	\$1,590.00
Pulpit - Supply (2014 - \$125/service)	\$8,500.00	\$3,166.00	\$928.00
- Travel (2014 - 41¢/km - Soo \$26.24)	\$1,500.00	\$584.66	\$52.48
Sundry - Daily Devotionals	***	\$37.90	\$30.65
- Local Food Cupboard Donation	***	\$256.54	\$600.00
- Other	\$1,560.00	\$857.88	\$2,890.77
Supplies - Offering Envelopes	\$105.00	\$108.18	\$0.00
- Other	\$500.00	\$528.45	\$563.83
- Sunday School	\$50.00	***	\$156.45
Transfer to Savings Account	***	\$5,437.25	\$1,537.85
United Church Mission & Service Fund	\$2,500.00	\$2,380.75	\$2,881.75
TOTAL EXPENSES		<u>\$40,648.33</u>	<u>\$48,372.40</u>
Balance Ending December 31		<u>\$5,562.45</u>	<u>\$4,069.92</u>
2014 BUDGET TOTAL:	<u>\$33,125.13</u>		

GOULAIS RIVER UNITED CHURCH - BALANCE SHEET - DECEMBER 31, 2012

<u>ASSETS</u>		<u>LIABILITIES</u>	
Bank Balances		Liabilities	\$0.00
- Current Account	\$4,069.92		
- Savings Account	\$6,804.40		
Investment (G.I.C.)	\$2,000.00		
Other Assets		<u>CAPITAL</u>	
- Church Site	\$24,000.00	Capital	\$147,258.18
- Church Building	\$75,000.00	Surplus (-Deficit)	-\$351.29
- Items in Church Building (New Blinds)	\$35,032.57	Total Capital	<u>\$146,906.89</u>
Total	<u>\$146,906.89</u>	Total	<u>\$146,906.89</u>

Prepared by: Thomas Bye - Treasurer

PART D: ABOUT OUR COMMUNITY

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

1. Location - We are close to Sault Ste Marie (Canada) and SSM (US) for all the amenities.
- We are a rural community so we can enjoy all the outdoor recreational activities and beautiful scenic landscape.

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

We are an unorganized township; we don't have local gov. representation.
We are a transient community relying on summer tourists or residents.
Most people work in Sault Ste Marie.
A lot of senior residents move to SSM where they are closer to the hospital.

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

www.youlaifire.com
www.timberlandgeneralstore.com
www.stokelycreek.com
www.treetopadventures.ca

Other faith communities represented in our community/region are:

Roman Catholic, Jehovah Witnesses,
Baptist, Non denominational Bible Church,
Anglican

We have close ties with the following faith communities:

- 1) Roman Catholic - attend each others' events + World Day of Prayer
- 2) Anglican - we attend their events, but they don't reciprocate.

Job Description Goulais River United Church Quarter Time Minister

General

Conduct 13 Sunday services deemed essential for Goulais River United Church. Perform sacraments of communion on specified dates and baptism upon request. Attend Council Meetings and Annual Congregation Meeting. Attend church and community events noted below. Coordinate Pastoral Care and Christian Education.

Specific

Arrive at church by 10:30 am to conduct service starting at 11 am. Stay after church service for coffee hour.

Late November - December

Conduct the 4 Advent Services, perform a communion, attend Council Meeting following one of the Services, attend Christmas Eve service.

Early February

Conduct Service on Annual Congregation Meeting Sunday. Attend Annual Congregation Meeting.

February - March

Conduct a Lenten Service, preferably the first Lenten Sunday, attend Council Meeting following Service.

March - April

Conduct Palm Sunday and Easter Services, perform a communion, attend Sunrise Breakfast on Easter Morning.

May

Conduct Pentecost Service, attend Council Meeting

Mid July

Attend one day of Goulais River Community Days

Late August

Attend BBQ on Saturday, conduct Service the following Sunday.

September

Conduct Service, attend Council meeting after service.

October

Conduct Service for World Wide Communion, perform communion

Attend Congregation Anniversary Supper on Saturday, conduct Service following Sunday.