

JNAC COMMITTEE SUMMARY REPORT

MARCH 2019



OUR VISION

To form followers of Jesus in such a way as to transform our community and our world.

OUR MISSION

Parkdale's congregation will respond to God's call and Jesus' teachings by:

- a) Uniting in joyful worship as an act of praise and gratitude, for inspiration and guidance
- b) Providing learning opportunities for the Christian way of life and to enhance Biblical literacy
- c) Supporting one another through pastoral care and concern
- d) Reaching out to people in need
- e) Promoting justice
- f) Praying for guidance, wisdom, and support.



THE STORY OF PARKDALE UNITED CHURCH

Living Faith Story

Parkdale's ministry is dynamic and varied. There are three full time ministry positions (Coordinating Minister, Pastoral Care Minister and Minister of Youth and Families) that provide leadership for the congregation and more than eighty lay people who participate on committees and in groups. We have a large, experienced, and well- trained pastoral care team. Our music program, led by two accomplished and dedicated musicians, features a senior choir, a children's choir, a contemporary music team and guest musicians. While the Sunday Worship Service is at the centre of church life, there are programs and initiatives for seniors, adults, youth and children - Bible study, Sunday School, youth and college and career groups, faith formation, small group studies, pastoral care and counselling.

Our vision statement reads: "To form followers of Jesus in such a way as to transform our community and our world. " This transformation comes about not only from the faith-building activities listed above but from our involvement with the wider community which we seek to bless through our In From the Cold program, now in its seventeenth year, our efforts to live into right relations with Indigenous Peoples, the sponsorship and settlement of refugee families and participation in a Multi-faith housing project. Volunteers contribute almost 25,000 hours annually, a little under a third are dedicated entirely to community programs and services. According to the October 2016 Halo Project report, Parkdale contributes just under \$3 million in ongoing economic benefits to the surrounding neighbourhoods.

More information about Parkdale can be found at www.parkdaleunitedchurch.ca and the 2018 Annual Report (www.parkdaleunitedchurch.ca/images/ParkdaleAnnualReport2018.pdf).



GEOGRAPHIC DESCRIPTION

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

Parkdale United Church sits in the midst of two of the most dynamic, yet well-established, communities in Ottawa: Hintonburg and Wellington Village. Located ten minutes west of the downtown and Parliament Hill. Residential types include apartments, condominiums, townhouses, single-family homes, rooming houses, retirement residences, and nursing homes. There are three elementary schools (JK – grade 6) and one middle school (grade 7 – 8) within about one kilometer of Parkdale that provide a wide variety of programming. Commercial areas feature a mix of local, national and international businesses including the Wellington West BIA, the newly launched Bayview Yards (home of Ottawa’s new tech incubator hub), and many different types of restaurants and food outlets. There are live theatres, artists’ studios and craft workshops. The neighbourhood is also home to a range of non-profit organizations serving their communities, such as the Parkdale Food Bank, Salvation Army Resource Centre, and the Ottawa Community Immigrant Services Organization (OCISO). The nearby Queensway (Highway 417), Ottawa’s main east-west artery, ensures quick access to other areas across the city. The area is also very well-served by public transportation, including the new light rail/O Train, cycling paths and pedestrian accommodating infrastructure. The Royal Ottawa mental Health Centre, the Ottawa Civic Hospital, and the vast Central Experimental Farm are just 2 kilometers south. To the north is the Tunney’s Pasture federal government complex, with nearby bike paths, ski trails, and the river walkways. The ability to absorb and celebrate such diversity is what makes this area so special.

Three economic, demographic or political challenges facing our area are:

- Managing intensifying residential and commercial development in an area of the city that is centrally-located and seen, by many, to be “under-developed”;
- Addressing pressures on the most economically vulnerable and marginalized residents of the area arising from increased development and associated increases in the cost of living; and,
- Maintaining a sense of community and awareness of the history and contribution of the area in the face of rapid changes to its population and “built environment”.

Here are four websites that offer detailed information about our community:

- Hintonburg Community Association (www.hintonburg.com)



- Wellington Village Community Association (www.wvca.ca)
- Civic Hospital Neighbourhood Association (www.chnaootawa.ca)
- City of Ottawa (www.ottawa.ca)

Other faith communities represented in our community/region:

- Islamic
- Jewish
- Bhuddist
- Christian (Roman Catholic, Anglican, Baptist, Presbyterian, Lutheran, Coptic, various evangelical congregations)



DEMOGRAPHIC INFORMATION

We are an urban church as described above. A majority of the congregation live in single family homes with the remainder living in apartments and condominiums, retirement homes, long-term care homes, on rural properties and in low income or rent-to-income housing.

Parkdale has approximately 500 people on its rolls.

Average Sunday morning attendance is 220.

Some 90 children and youth between infancy and age 19 are enrolled in programs at the church.

This cohort is divided as follows: Infants and Children (2-12) 70, and Teens (13-19) 20.

FINANCIAL DATA

This table summarizes Parkdale's financial situation at the end of 2018.

	2018 YTD	2017 YTD	Variance	2018 Budget	2019 Budget	2019 Budget/ 2018 YTD
Receipts						
General	549,286	519,564	29,722	541,150	530,600	-3.4%
Mission, Outreach and Justice	85,697	88,086	-2,389	77,700	85,000	-0.8%
Capital	68,781	60,085	8,696	64,179	59,500	-13.5%
Total Receipts	703,763	667,735	36,028	683,029	675,100	-4.1%
Disbursements						
General	586,788	549,866	36,922	615,602	605,000	3.1%
Mission, Outreach and Justice	85,697	88,086	-2,388	77,700	85,000	-0.8%
Capital	52,043	79,486	-27,443	84,758	84,900	63.1%
Total Disbursements	724,527	717,437	7,090	778,060	774,900	7.0%
Receipts Less Disbursements						
General	-37,502	-30,302	-7,200	-74,452	-74,400	98.4%
Mission, Outreach and Justice	0	1	-1	0	0	
Capital	16,738	-19,401	36,139	-20,579	-25,400	-251.8%
Gross Deficit	-20,764	-49,702	28,938	-95,031	-99,800	380.6%
Investment Income from Mem. Fund	74,017	71,479	2,538	68,000	70,000	-5.4%
Transfer to GF IFTC from Mem. Fund	5,070					
Transfer to GF George Eades youth fund from Mem. Fund	4,530					
Transfer to GF from Mem. Fund (Remembrance)	1,266					
Transfer from GF Youth Coffee Shop to Mem. Fund	-375					
Transfer from GF Refugee to Mem. Fund	-10,164				14,000	
Net Surplus/Deficit	53,580	21,777	31,476	-27,031	-15,800	

Within the Memorial Fund there is money designated for Youth Ministry known as The George Eades Fund and the youth run a coffee shop. This money would be available to support additional assistance to the Minister of Youth and Young Families.

More detailed financial information can be obtained within Parkdale's 2018 Annual Report, which can be found online:

<http://www.parkdaleunitedchurch.ca/images/ParkdaleAnnualReport2018.pdf>



POSITION DESCRIPTION OF MINISTRY PERSONNEL

The congregation was recently surveyed for feedback with respect to our youth and family ministry. While we feel blessed by dedicated and passionate Sunday School teachers and the amount of participation/involvement of children, we also identified a number of challenges and areas for improvement. Many noted the challenges of recruiting and training more leaders and developing programming that will continue to be meaningful and engaging for our young people as they transition to adulthood. A recurring suggestion was for more activities outside of Sunday worship.

The following position summary is therefore proposed in response to the information outlined above:

Position Summary – Minister of Youth and Families

Type of Position: Ordained Minister, Diaconal Minister, or Designated Lay Minister

The purpose of this full-time position is to provide a strong and effective ministry for youth and families. An essential aspect of the role is to support, encourage and equip a lay leadership network to ensure that the ministry is effective, and that all leaders have satisfying and meaningful roles in the implementation of the ministry and delivery of programs.

This role will work collaboratively with other paid staff, lay leaders, Sunday School teachers and congregational members to provide this ministry with the support of the Christian Enrichment Committee.

The goals of this ministry include integrating youth into the life of the Christian church and enabling them to have a growing personal relationship with Jesus Christ and supporting and building capacity for a sustained Sunday School program.

Key Responsibilities

Specific areas of responsibility will include the following, and will be subject to ongoing discussion and collaboration with other staff members and lay leaders:

Programming (60%)

- Facilitate the transition and integration of youth from Sunday School to active participation in the life of the congregation.
- Design, develop and implement a program of activities outside of Sunday School for children, youth and families



- Design, develop and implement, in collaboration with the Christian Enrichment Committee, contemporary Sunday morning programming (Nursery through grade 12) that will best suit the needs of children and youth and will nurture faith development (this may include leading classes in the absence of lay leadership)
- In collaboration with the Coordinating Minister, coordinate and lead confirmation classes.
- Act as a youth and children liaison with committee chairs, church leaders and community organizations to provide youth with opportunities to participate in the life of the church and community outreach.
- Recruit and retain effective volunteers for support and leadership in youth and children programming by providing orientation, training, support and motivation.

Worship (20%)

- Assist in leading various aspects in the worship services on Sunday mornings
- Plan and lead inter-generational worship services (approx. 4 per year), which feature greater involvement of youth and children
- Lead worship services (plan music, reading, sermon) on occasions where the Coordinating Minister and/or Pastoral Care Minister are on leave. (approx. 4 per year)

Other (20%)

- Participate in weekly staff meetings;
- Meet as required with other staff members and lay leaders to discuss and resolve issues of mutual concern or shared responsibility;
- Attend meetings of Council and the Christian Enrichment Committee;
- Attend meetings of the Eastern Ontario Outaouais Regional Council of the United Church of Canada, as appropriate;
- Pursue continued personal growth and professional development through ongoing study.

Accountability

The incumbent is accountable to Parkdale's Council. The incumbent will work in collaboration with other members of the staff team. While each staff member will have specific areas of responsibility, it is understood that this ministry will be delivered with a collaborative approach.

The incumbent will work with the staff team and the Christian Enrichment committee to develop a strategy and workplan to address programming goals. The Ministry and Personnel Committee will provide a consultative and supportive environment and ensure that the job description and mandate are clear, and are re-negotiated or revised as may be required from time to time.



SKILLS, KNOWLEDGE AND EXPERIENCE

The successful candidate will demonstrate a vibrant, passionate knowledge of and commitment to the Christian faith, theological competence, and be dynamic, nurturing and empathetic. S/he will be a good team player, with strong organizational, time management and leadership skills.

S/he will be experienced in designing and delivering programs and activities to youth and children. The position also requires a willingness to be flexible and a contagious enthusiasm for finding creative, relevant and faithful ways to inspire our young people to learn and live their faith. This includes demonstrating competency with technology and social media platforms to develop tools to share information with youth, parents of children in Sunday School, the community and the public.

S/he will be a motivated self-starter capable of identifying needs and understanding of the distinct needs, interests and culture of youth and young adults in the church.

S/he will demonstrate the ability to work collaboratively and collegially with other staff members and lay leaders, motivate and support volunteers, identify gifts in others, and encourage people to share their time and talents.

S/he will possess some combination of formal education and experience in the areas of theology, ministry and Christian education.

Additional Assets

- Bilingual
- Experience working with individuals with special needs



TERMS THAT CAN BE OFFERED

The remuneration for this position will reflect the experience and qualifications of the successful candidate, and will be consistent with United Church guidelines on compensation, benefits and allowances.

Comprehensive salary level: We are able to pay across Categories A – F, plus a supplement based on skills and experience

Are you able to afford to pay a salary over minimum? x Yes No

If yes, by what % as negotiated

“Cost of Living” (COL) group: 4

Continuing Education and Learning Amount: minimum \$1415 per year, plus as negotiated

Continuing Education/Educational Leave of three (3) weeks per pastoral year.

Sabbatical: No less than three consecutive months of sabbatical after five consecutive years of service on the same pastoral charge.

Basic Telephone (Communication) Amount @\$600.00 per year, or as negotiated

Vacation: one month per year, including 5 Sundays.

Travel Allowance is provide in accordance with UCC guidelines.

Technical Equipment support and services: adequate secretarial and administrative assistance; computer technical support as required; photocopier

Moving/relocation budget: as negotiated