

## *THE MINISTRY POSITIONS*

*The Search Team recommends St. Thomas continue with a ministry team: One full-time Ordered Ministry Person and one full-time Ordered Ministry Person shared 50/50 with Foothills United Church. We recommend a Job Share Agreement be entered into with Foothills United Church for the sharing of a minister. The Search Team recommends the combination of two Ordered Ministry Personnel to form the ministry team of equals.*

Not surprisingly, the vast majority of people polled who attend St. Thomas indicated that quality worship services were the top priority for the church, followed by music, hospitality, pastoral care, outreach, spirituality, and serving the NW community in which we reside. Ours is a congregation that places a great deal of importance on gathering as a group to share experiences and support each other; having the right Team that understands this dynamic and is willing to work in partnership with the congregation and its Teams is of utmost importance to St. Thomas' continued stability and growth.

St. Thomas is seeking a balance between consistently strong worship services and commitments to outreach, especially in the area of social justice, and the development of family, children, and youth ministries.

Foothills United Church requires a half time Ordered Ministry Person to provide Sunday morning worship leadership, pastoral care support, Bible study/education leadership, and support for lay leadership of many initiatives.

## *TEAM RESPONSIBILITIES*

The Ordered Ministers will be accountable to the St. Thomas congregation through the Ministry and Personnel Team and Executive Council. The two Ordered Ministers will collectively have the following responsibilities for St. Thomas:

- Preaching and worship for one or more weekly services.
- Development and implementation of education, faith development, and spirituality development programs.
- Facilitating the congregational visioning, planning, and implementation process, especially with regard to growth.
- Helping the congregation to evolve and grow using effective change management strategies that respect the wishes and traditions of the congregation.
- Leadership for ongoing congregational stewardship.
- Pastoral Care program leadership.
- Leadership for mission, outreach, and social justice action including reconciliation with our Indigenous siblings and continuing to be an Affirming congregation.
- Leadership for maintaining an engaging Children and Family Ministry.
- Leadership in developing and fostering Youth Ministry and supporting the Youth Leaders.

- Reaching out to the wider surrounding community.
- Follow-up with newcomers.
- Participation in recruitment, development, inspiration, and guidance of lay leaders.
- Acting as a resource for Executive Council and Teams.
- Liaison, coordination, support, and guidance for other staff. Regular staff meetings are strongly recommended.
- Encouragement for Music programs.
- Acting as a theological resource as required.
- Funerals, weddings, and baptisms.
- Other ministries as needs are identified.

It is essential that our ministers continue to plan for the future. Our visioning and long-range planning, with facilitation by the Ministry Team, will eventually lead us to explore possibilities for new church development.

One Ordered Minister will be accountable to the Foothills congregation through the Executive Council. The Ordered Minister will have the following responsibilities for Foothills:

- Preaching and worship for one weekly service.
- Either leading or supporting lay leadership of Bible Study and education programs
- Pastoral Care for individuals needing critical care. Support for the Congregational Care Committee and volunteers in providing non-critical pastoral care.
- Participation in recruitment, development, inspiration, and guidance of lay leaders.
- Follow-up with newcomers.
- Reaching out to the wider surrounding community; Supporting lay leadership in reaching out to the wider surrounding community and in community service; includes continuation of involvement with Community Hub and cooperative relationships with other Bowness churches.
- Acting as a resource for Executive Council and Committees.
- Leadership for ongoing congregational stewardship.
- Funerals, weddings, and baptisms.
- Other ministries as needs are identified.

## *INDIVIDUAL ROLES AND RESPONSIBILITIES*

To leverage the strengths of both members of the ministry team to their full advantage, it is vital that each have primary responsibilities in certain areas, while providing support in others.

The following are the designated responsibilities for the two positions:

**Position 1** – This position is split between St. Thomas United Church and Foothills United Church. For Foothills, primary areas of responsibility include worship planning and preaching, pastoral care program leadership, faith formation, follow-up with newcomers, recruitment and development of lay leaders, mission and outreach leadership, social justice leadership, stewardship, and education. For St. Thomas United Church, primary areas of responsibility include mission and outreach leadership, social justice leadership, stewardship, and education.

**Position 2** – This position is focused on St. Thomas United Church. Primary areas of responsibility include worship planning, preaching, pastoral care program leadership, oversight of family, children and youth ministries, follow-up with newcomers, recruitment and development of lay leaders, facilitation in congregational visioning, including both planning and implementation, and coordination with the other staff.

The remaining ministry responsibilities would be shared. Weddings and funerals would be divided between the two ministers unless the family expressed a preference.

Some flexibility may be afforded in consultation with and approval from the Ministry and Personnel Team.

## *SKILLS*

*There's no formula for the right Team, but certain skills are essential to meet our needs.*

St. Thomas and Foothills will be best served by a Ministry Team that can:

- present relevant, stimulating, and challenging Sunday services;
- work well as a Team of equals;
- foster a sense of fellowship and community within the church;
- care for and counsel individuals;
- encourage and appreciate volunteers;
- empower and engage the laity and develop lay leadership;
- facilitate the visioning process and the implementation of that vision;
- be flexible, energetic, patient, and authentic;

- exude a great sense of humour.

## *MINISTRY PRIORITIES*

### ***Preaching***

- Is articulate and has an engaging presence.
- Is knowledgeable and experienced in various forms of preaching.
- Is current in understanding the most recent developments in theological thinking and biblical research.
- Is able to relate theological and biblical concepts to personal and societal issues, including the political and the global in a modern context.
- Is familiar with developments in scientific, sociological, and psychological research and can integrate these with basic biblical and theological concepts.
- Can incorporate pastoral concerns without losing sight of the larger theological and mission context.
- Is original, inspiring, and relevant to our contemporary context.
- Can reach a range of generations in the same service, incorporating humour.

### ***Faith and Spiritual Development***

- Is familiar with adult, children, and youth learning principles and processes.
- Has engaged adults, children, and youth in a variety of learning experiences.
- Has an ability for enabling people to identify their educational needs and the principal questions they seek to explore.
- Through basic and continuing education, is well versed in current thought and methodologies and resources so as to provide what is necessary for the educational experiences that may be needed.
- Is prepared to challenge and support individuals and groups through the turmoil and confusion that are necessary for spiritual growth and development.
- Recognizes that all education must be carried on in the context in which people live out their daily lives.
- Sees education as involving both action and reflection.
- Would see one goal as developing the kind of lay leadership that can share in the educational tasks, especially with regard to children's programming.

### ***Visioning and Long-Range Planning***

- Is committed to the visioning process and its essential nature for the mission of the congregation.
- Is able to lead beyond the visioning process - execution of agreed-upon actions is critical.
- Has experience in working with a congregation or agency in the visioning process
- Is familiar with current literature (or is willing to pursue it through continuing education).

- Has a personal orientation toward the future and an interest in the tools and skills being developed in the secular world that may be useful to the congregation as it seeks to know and embrace its particular setting.
- Is able to engage the energy, imagination, and talents of others in the process.
- Can recognize the position St. Thomas and Foothills are in for potential growth and can take advantage of it.

### ***Stewardship***

- Has previous experience as a resource for stewardship programs in a local congregation.
- Is familiar with current stewardship literature.
- Has some specific training in stewardship development for the local congregation.
- Is able to relate biblical and theological fundamentals to a broad understanding of stewardship.
- Is willing and able to assist the congregation in developing an on-going and basic commitment to the concept of stewardship, in contrast to project-related fundraising.
- Can integrate stewardship with the process of visioning.

### ***Pastoral Care***

- Is a non-anxious presence when dealing with high levels of anxiety, sickness, or crisis in the lives of others.
- Has basic training in Clinical Pastoral Education or equivalent.
- Is able to identify what is not verbalized in pastoral care contacts.
- Has a high respect for confidentiality.
- Can recognize when referral is appropriate.
- Has the capacity to appropriately manage the time demands of pastoral care contacts.
- Understands the implications for pastoral care of the "Tender Trust" guidelines.
- Is familiar with current literature relating to pastoral care and spiritual development.
- Enjoys visiting and building relationships of trust with individuals of all ages and interests.
- Is committed to support the work of the St. Thomas Pastoral Care Team and Foothills Congregational Care Committee with resources and training.

### ***Mission, Outreach, and Social Justice***

- To serve as a resource and support to the Outreach Teams at St. Thomas and Foothills.
- To promote the United Church of Canada Mission and Service Fund.
- To contribute ideas and support to St. Thomas and Foothills outreach projects, which help to address immediate societal issues.
  - Locally (e.g. Veterans Association Food Bank, Foothills Food Bank, Foothills KD school lunches, Christmas hampers, Avenue 15, Habitat for Humanity, refugee family support, Foothills Clothing sales, etc.)
  - Nationally
  - Globally
- To encourage the congregation to explore and help address more permanent solutions to societal issues (such as homelessness) through promoting social justice.

### ***Reconciliation with our Indigenous Siblings***

- Have an understanding of the Calls to Action in the Truth and Reconciliation Report as they relate to the United Church.
- Support the St. Thomas Paths to Reconciliation Team in providing educational opportunities for the congregation.

### ***Affirming***

- Support the St. Thomas Affirming Team in continuing to promote the Affirming Mission of ensuring all feel welcome regardless of race, sexual orientation, age, or ability.
- Walk with Foothills as they explore becoming an Affirming Congregation.