

Siloam United Church

2011 Joint Needs Assessment Report

October 25, 2011

INTRODUCTION

Siloam United Church is accepting applicant submissions for a full time ministry position for our current and developing needs in **Ministry with Youth, Young Adults and Families**. We are looking for someone who will be creative in programming, is personable, and has a proven record of success working with the identified demographic, volunteer leaders, and other colleagues on staff.

An important quality of leadership we are seeking is the ability to enthuse others to become actively involved in the Church community, including volunteer leaders, and both long-time and new members at large.

The successful candidate will be supported in his/her ministry through the Ministry and Personnel Committee, and the Spiritual Life and Worship Committee of Church Council. Other ministry personnel with whom day-to-day coordination will be required include:

Siloam's Lead Minister and Minister of Worship & Pastoral Care,

Minister responsible for Ministry of Visitation & Newcomers, and

Music Director responsible for Ministry of Music

If you are someone who would like to join us in this new role, we welcome you to read on, and contact us for more information about this opportunity available in our United Church congregation in London, Ontario.

LONDON COMMUNITY PROFILE

The [City of London](#) has a population of 464,000. Originally settled in 1826, London has a long history including being the home of London Life and Labatt's Brewery. We are proud to have academics and healthcare as our two largest employers. The [University of Western Ontario](#) and [Fanshawe College](#) are local options for post-secondary education and world class tertiary healthcare can be found at [London Health Sciences Centre](#) and [St. Joseph's Health Care](#). London can also boast about being the birth place of insulin and the home of the first Mosque in Ontario and the first McDonald's Restaurant in Eastern Canada.

We have an excellent range of entertainment from classical works by [Orchestra London](#) to plays from the [Grand Theatre](#) to rock concerts and OHL hockey at the [John Labatt Centre](#). Various festivals are also available during the summer months in many of our beautiful parks. Known as the Forest City, London has more than 200 parks including [Springbank Park](#) which houses [Storybook Gardens](#) and multiple off leash dog parks.

PASTORAL CHARGE PROFILE

Siloam was established in 1857 and grew from a small country church on the outskirts of London. Since moving to our current building in 1988, the church has been through both periods of growth and declining participation.

Siloam United Church is located near the Northeast corner of the city, just west of Highbury Avenue on Fanshawe Park Road and is very accessible to the 401 Highway. Our membership of approximately 350 households and includes both urban and rural dwellers. Many members of our church family live within a 10-minute drive of Siloam. A bus stop is located near the church which enables others without vehicles to attend.

Siloam sees itself as an inclusive welcoming community as stated in our core values in the “Growing our Roots” attachment at the end of this document. Our baptism, communion, membership and marriage rites are open to all who seek to walk in the way of Christ regardless of age, gender, race or sexual orientations. We welcomed several members from Gethsemane United Church in 2009 after the closure of their church on Huron Street, London. Our services include the use of a modern sound system and a special version of our weekly bulletin for the visually impaired. We also, regularly use our large screen to enhance programs. Monthly newsletters are distributed electronically to 380 families and a special Fanfare edition is produced for all members three times a year. We see our stewardship to the church community, and our larger municipal and global communities, as a key part of who we are as a congregation. We feel that it is important to grow in one’s faith through each individual’s spiritual journey and regularly offer diverse adult education programs. However, we also recognize in our work that there are limits to all of the values above.

Northeast London is an area with mixed social-economic groups. There is new residential growth within our immediate area, which includes moderate to large-sized homes and the area immediate to our north and east is close to the development stage. However, the church is also relatively close to some areas of east London where there is a substantial number of socio-economically disadvantaged individuals. Siloam is active in the East London United Church Outreach Cluster (ELUCO), and through ELUCO we support these East London communities in a variety of ways. We are proud of our involvement in the Saturday Hospitality meals at an Anglican Church. We work with churches of other denominations in the area in support of a Welcome Wednesday, a community support lunch programme at the Salvation Army location on Huron Street, London.

Our regularly attending church members tend to reflect that of the immediate North East London area. Almost 50% of our active members are age 50 or above, and we also have a number of families with children and youth on our church roll. At the current time, many of these families attend services sporadically, so we see this demographic as an area of great potential growth for our congregation. For further information about Siloam and its activities; please refer to our web site at www.siloamunitedchurch.org and our Annual Report.

MISSION STATEMENT

The Mission Statement of Siloam is “To Be Christ to Each Other and Gods’ World”.

GOVERNANCE STRUCTURE

Our governance structure includes a church council which usually consists of 6 active committee chairs, a secretary, a treasurer, the current chair and a chair-elect or past chair of the council. An official Middlesex Presbytery representative should also be included. The ministry personnel are considered non-voting members of Council and the Lead Minister (or Designate) must be present in order to provide a quorum.

Our main congregational committees are:

Spiritual Life and Worship

Congregational Life

Congregational Resources

Community Outreach

Ministry and Personnel

Property (See the attached annual report for more details on the committees)

CONGREGATIONAL ASSETS AND RESOURCES

Property: Our third building since 1857 was constructed on Fanshawe Park Road at McLean Drive on four acres of land donated by Mrs. Mabel Sproule and opened on June 25, 1988.

Our church is a modern, air-conditioned, one-level, wheelchair-accessible building. It is fully equipped with offices for multiple staff, a nursery, bright Sunday school classrooms, gymnasium, and kitchen, a Library/Chapel, large narthex, and seating capacity for 350 in the sanctuary.

Our services include the use of a modern sound system. Bulletins, including some large print for the visually impaired and hymnbooks are utilized, but we also regularly use our large projection screen to display words, pictures or video clips to enhance worship programming. Instruments available for us

include an Allen organ, grand piano, set of Bells for Bell Choir, and a set of drums. (Another piano is kept in the Library Chapel).

Technical support for staff includes personal computers, allowing internet and e-mail access, a telephone system, which allows inter-office communication and has fax capability, and photocopier (housed in the main office) with print and advanced copy capabilities

Communication with the congregation occurs through multiple sources, ranging from personal and written announcements during Church services to monthly newsletters distributed by email and housed on our website, and *facebook.com*. Printed editions of our “Fanfare” newsletter are also available. Well-kept bulletin boards display pictures, success stories and/or progress reports for outreach initiatives, announcements and sign-up sheets for programs in the Church and other notices of interest happening in the surrounding community or wider Church.

FINANCIAL

Please refer to the attached 2010 Annual Report pages 34 and 35 for a Summary of the Revenue and Expenses for 2009 and 2010 and for the 2011 balanced budget.

CURRENT STAFFING POSITIONS

Position	Hours/Week	Primary Focus
Lead Minister and Minister of Worship and Pastoral Care	40	Provides leadership to staff and liases with council and provides direction in areas of: public worship, pastoral activities, stewardship, personal and spiritual guidance, adult education and strategic administrative matters
Visitation and Newcomers Minister	15	Focus is on visitation and new church development including: new members’ classes, coordination and training the Hospitality team, providing spiritual support and services at a local retirement home, and visiting shut-ins
Children and Youth Minister	Vacant	TBD
Director of Music	15	Manages the music program by: planning the music program, preparing the choirs, and conducting the music for Sunday and special services

Secretary	35	Responsible for: coordinating general building use, payroll and payables, weekly bulletin content coordination, mail, communication and production of the Annual report, support for ministry staff.
Nursery Supervisor	2	Responsible for nursery care for infants and preschool children on Sunday morning
Custodian	25	Overall responsibility for the cleanliness and general tidiness of the church building and grounds and the undertaking of other duties as assigned.

Position Synopsis - Ministry of Youth, Young Adults and Families

This position with Siloam United Church will require the individual to work cooperatively with Church Council, staff and volunteers to develop a ministry of youth, young adults and families.

This individual will provide leadership to revise the current Youth ministry program into new directions and implement these changes to create a new vibrant ministry for our congregation.

This individual will build a team that will keep the congregation active, involved, responsive, responsible and fresh.

The governance structure of Siloam has all staff reporting to the Ministry and Personnel committee. A single person on this committee is assigned to each person as liaison to support them and bring any concerns and desires back to the M & P committee. Church staff meets once per week where the lead minister receives input on the week’s activities and future plans and coordinates so that staff time is spent in the best possible manner, i.e. visits are not duplicated, and priorities can be set in a collaborative and collegial setting.

The incumbent will report to Church Council at regularly scheduled meetings and also during annual reviews with the M&P committee as per Section 124 of the United Church Manual, and to the Lead Minister as per the responsibilities agreed to by Presbytery for the lead minister position. The incumbent will work collaboratively with the Church Council and various church committees to recruit, train, support, and oversee volunteers to assist in the Ministry of Youth, Young Adults and Families of the congregation.

Emphasis is to be on broadening our reach both within and without the church family through relevant outreach opportunities, and provide a welcoming and inclusive atmosphere for our younger church audience.

Other Skills and Abilities

The ideal candidate will have:

strong communication skills

- Possess strong interpersonal skills and high energy to connect with the target of youth, young adults, families, and the congregation at large.
- Strong skills necessary for the use of electronic media is essential both within traditional email and also within the social media sphere, i.e. Twitter, Facebook, development of blog, etc.
- will display a passion for children and youth ministry and be approachable, positive, energetic, flexible, creative, patient and show enthusiasm for the position
- able to invoke enthusiasm in the youth

strong leadership skills

- must be a self-starter with a strong sense of personal commitment to the program
- will provide visionary leadership through setting new directions and creating a vision that engages people i.e. able to provide leadership which is modern in context, and is delivered in non-traditional ways and times
- possesses strong organizational skills to implement this new ministry
- provides coaching and pastoral care that encourages personal growth
- works with disparate groups to create teamwork and harmony and motivate the laity
- discerns unique needs of individuals, large groups and small groups, and is comfortable relating to all

ministry skills:

- a dynamic teacher able to communicate the theology of the United Church of Canada
- an ability to facilitate and lead discussions of alternative worship methods and comfort with alternative worship forms
- interest and enthusiasm in incorporating music and the performing arts into the worship experience
- able to discern and to incorporate the ideas and needs of the target demographic in the program design
- ability to listen to and provide support to the youth

Principal Duties

To provide leadership in the development of a youth, young adult and families program in Siloam United church.

- a. Provide a worship program in which the mission statement of Siloam is lived out and experienced. The candidate will be a member of the United Church of Canada, have a deep personal faith and an appreciation, understanding and respect for the practices of the United Church of Canada.
- b. Work in cooperation with the lead staff minister, choir director, and other staff and volunteers to provide support for an alternate worship experience on Sunday morning and/or at other times of the week. Support and organize local church occasions, retreats, social outings
- c. Support and organize local church occasions, retreats, social outings
- d. Coordinate programs with other United Churches within the area to drive synergy, growth of programs and create "excitement" with the strength that comes from working with the greater church community

- e. Provide leadership and direction and encourage active participation in a leadership role in the church. Responsible for the selection and implementation of Sunday School curriculum and youth programs, youth involvement in the community and the recruitment of support for Sunday School coordinators and youth leaders, and assist in confirmation. We have committed that the Sunday school and youth groups will be run with lay leaders, but under the direction of the new minister.
- f. Cultivate and maintain contact and relationships with community families

Driven by need, we anticipate the following breakdown of prioritization:

B-50%, C-14%, D-12%, E-12%, F-12%,

Education Requirements

- May be ordained, diaconal minister, or designated Lay minister
- Education or experience directly relevant to the position, i.e. degree in social work, etc.

Compensation and Benefits

- Position is 40 hours per week, with one weekday off in lieu of Sunday duties. This may be changed as time and circumstance dictate, i.e. a Friday night worship would change the work schedules expected of the staff member.
- Compensation package will be according to the United Church of Canada Salary and Allowances Guide –package range of \$54,000 - \$58,500
- As detailed in the report, this position is covered in the current budget with the amount of money that is budgeted for the current position to 75%. Additional expense of approximately \$14K annually will be added to the budget and have to be met in increased givings and fundraising. Siloam is running a fundraiser dinner in October and adding new long term rent income. Congregational resources will also run a stewardship campaign this coming year.

Final Recommendation

- Request that Middlesex Presbytery approve the Joint Needs Assessment Report
- Request that Middlesex Presbytery declare a full time vacancy effective October 1st, 2011 for the position of Minister of Youth, Young Adults and Families.

Submitted by: JNAC Committee

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