

Sprucedale/Providence Pastoral Charge

Joint Needs Assessment



Sprucedale United Church
493 Victoria Avenue
Chatham, Ontario
N7L 3B4



Providence United Church
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(corner of River Road
and Dillon Side Road)
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Financial Statements are available upon request.

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Note: Complete Annual Report is available upon request

Community Profile

Chatham is centrally located, an hour's drive from London, as well as Windsor and Sarnia where there are three major US border crossings. It is the twelfth-largest municipality by area in Canada and the largest in southwestern Ontario. Over 44,000 of the 110,000 residents live in the former City of Chatham. Other population centres in the municipality include [Wallaceburg](#), [Blenheim](#), [Tilbury](#), [Ridgetown](#), and [Dresden](#).

Chatham is located in what is fondly referred to as "The Banana Belt" where the weather is moderated by the lakes which surround the area.

Getting Around in Chatham-Kent

- VIA rail: part of the Quebec City – Windsor corridor
- public bus system
- municipal airport

Health-Care in Chatham-Kent

- hospitals are located in Chatham and Wallaceburg
- several long term care facilities
- Seniors Active Living Centres

Economic Aspects of Chatham

- Head offices of Union Gas Limited and Pioneer Hi-Bred Limited
- Fertile farmland, surrounding Chatham, is recognized as the best in southern Ontario
- Due to the downturn in manufacturing, unemployment is high in this area

Education in Chatham

- Three school boards in Chatham-Kent, Public, Separate, and French as well as Christian and Montessori Schools.
- Chatham-Kent is the home of two colleges. St. Clair College offers general interest courses. The Ridgetown Campus of the University of Guelph offers diplomas in agriculture, horticulture and veterinary technology
- 2 universities are within an hour's drive of Chatham, University of Windsor and The University of Western Ontario, in London

Leisure, Culture and Entertainment, and Tourism in Chatham-Kent

- Well known throughout North America for fishing, boating, and birding
- Chatham Cultural Centre, a unique facility hosting a live theatre, art gallery and museum under one roof.
- Historic museums: Uncle Tom's Cabin, Fairfield Museum, Buxton Black History Museum, Ridgehouse Museum, etc.
- RM Restoration Classic Car Museum
- Slated to open in the near future, the Capitol Theatre will feature a variety of live theatre and entertainment.
- Numerous golf courses

- Arenas offer recreational skating and hockey venues and Chatham is home to the "Chatham Maroons" a Junior B Hockey team.
- Two Provincial Parks, Rondeau and Wheatley, as well as [Point Pelee National Park](#) nearby. There are also numerous local conservation areas. The migration routes of many species including birds and butterflies run directly through our Municipality.
- Organized sports are common throughout the municipality, including curling, soccer, baseball, slowpitch, ringette, tennis, volleyball, etc.
- Chatham-Kent is a family-friendly, vibrant community which many are proud to call their home. We invite you to come and join us!

Other United Churches in Chatham

- Victoria Avenue United Church
- St. Andrews United Church

Note: Chatham-Kent offers many other religious denominations.

Website for Chatham-Kent “www.chatham-kent.ca”

Pastoral Charge Profile

Sprucedale:

Sprucedale United Church was built in 1955, by veterans returning from war. It is located in a subdivision where they built homes and started families. The original small white church was soon outgrown and in 1964 the current sanctuary was built, along with offices for the ministry personnel. In 1981 the Friendship Centre was added to meet the needs of the community and its growing, busy families. There are currently 221 households with 326 members, and 76 non-resident members. There is a worshipping community of 115, plus 25 children, mostly under the age of 10. However, average attendance is 75 because of the cyclical nature of attendance. The congregation is intergenerational.

Active committees support our church family and community in a variety of ways including:

- Mid week groups, 3C's (coffee, conversation and crafts), UCW, SMART (Seniors Maintaining Active Roles Together) exercise program, Friendship Club
- Outreach support is given to Mental Health Kent Christmas program, Outreach for Hunger food bank, Women's Crisis Centre
- Global needs as requested by United Church of Canada
(Note: Church policy allocates 20% of all Board Fundraising to Mission & Service)
- Funding and manpower to support and maintain United Church Kenesserie Camp located on Lake Erie
- Fundraising
- Community use of building: Scouting and Guiding Organizations; plus rental for election polling, and immunization clinics

Providence:

Providence United Church is a country church situated in a rural setting 5 km west of the City of Chatham, serving the community for the past 142 years. It was built in 1866 as a Primitive Methodist Church.

After church union in 1925 it was paired with Jeannette's Creek until 1929 when it joined with Louisville. In 1943 it became part of the Charing Cross Pastoral Charge until July 7, 1957 when the first worship service was held for the new joint Sprucedale/Providence Pastoral Charge. These two congregations have had a close relationship ever since.

Providence United Church sanctuary holds approximately 100 with a weekly attendance of about 25-30. The congregation has a very active U.C.W., choir, Sunday School, adult social club and a pastoral care visitation team. It also supports our local food bank and the Mission and Service Fund. Many members of its once vibrant youth group have returned and joined with a significant number of long standing members to make up the current church family.

The major fundraiser is the spring and fall beef dinner, famous for always being sold out, partly

because of the abundance of home-baked pies. Other fundraising has included walkathons, spaghetti dinner and silent auction.

Providence supports the surrounding community as a social and meeting centre.

Our vision for ministry in this community is to continue to serve as a small church but with the potential to attract new members and to support other United Churches in our area. We are a friendly rural congregation, drawing members from a wide area, both rural and urban, and have recently instituted a new constitution.

Joint Charge:

Sprucedale/Providence Pastoral Charge was formed in 1957 with the joining of Providence and Sprucedale United Churches.

Mission Statement:

Sprucedale/Providence Pastoral Charge is a diverse Christian faith partnership worshipping and working as one.

The congregations are dedicated to strengthening their life in community together; there is sharing of resources and working together in committees with a definite sense of trust. We strive to grow spiritually, fostering a strong faith-based foundation nurturing all people. Young families are made to feel accepted and comfortable. Those who wish to come only for worship, and those who wish to become actively involved, are equally valued as members of our church family.

From this foundation, our Vision for Ministry in this faith community and the world is to strengthen the awareness of larger community needs. We are exploring concrete possibilities for outreach in our community. We trust the ministry to work with us, holding our vision and encouraging and supporting our endeavours.

Both Sprucedale and Providence are strongly intergenerational and welcoming of children. Both congregations work consistently to support the larger community; examples include collections for the food bank and support of Mental Health Christmas projects.

In 2006, as a result of a change in pastoral relations and a great deal of unresolved internal conflict, a review was initiated by Presbytery according to section 333 of The Manual. One of the recommendations of the review report was a New Governance Structure which was developed and implemented in May 2007, streamlining committees and clarifying responsibilities. We have been served by Interim Ministry and have satisfied all other recommendations (either completed or in progress) of the report. The congregations have worked hard for the past three years to satisfy the recommendations of the 333 Review and have held a strong resolve to make and keep the faith family strong. The healing process is well underway, but not complete.

There have been and continue to be changes which reflect the changing nature of the congregations, including a reduction in staff times.

Resources Profile

Property:

Sprucedale:

The original small white church, built in 1955 and renovated during 1980's, includes rooms for Sunday school and nursery, treasurer's office, lounge and choir room, small washroom and storage areas.

The Sanctuary, built in 1964, has seating for 300, with choir loft, organ, piano, digital projector stand and projection screen, sound system c/w wireless mics, hearing assists, speakers and recording equipment, and is wheelchair friendly.

The Friendship Centre built in 1981 includes a kitchen, large multi-function hall, and washroom facilities. The kitchen is equipped with a commercial dishwasher (new in 2008), range, refrigerator, dishes, cutlery and serving items to support full course meals and special events, with capacity of 150. Projection screen, TV/VCR, sports equipment, tables and chairs support many varied functions throughout the year. The hall is available for rent to the public.

There is a large, paved parking lot with access from the street at the rear of the property.

Providence:

The sanctuary has seating for 100, plus choir loft, organ, and piano.

The lower level includes a fully approved and equipped kitchen, dining hall with seating for 80. This level also serves the Sunday School and community events such as showers, election polls, and muffin parties. Parking is limited to roadside, and the facility is not handicapped accessible.

The building is well maintained with no anticipated major maintenance requirements in the near future. A municipal water service, new roof and brick re-pointing were recently completed and fully funded.

Joint Charge:

Offices are located at Sprucedale United Church for Ministry Personnel, Secretary, and Designated Lay Minister. Technology includes PCs, hi speed internet, printer, copier, fax, digital projector and screen, and TV/VCR/DVD.

There is a well-maintained, air-conditioned manse, centrally located in a desirable neighborhood in the city. The 4 level, 3 bedroom manse was built in 1974, has an unfinished basement, an attached garage, and a fenced yard.

Current Staff:

Joint Charge:

Senior Designated Lay Minister provides worship leadership, along with interim ministerial duties, carries out pastoral care, Bible study groups, funerals, marriage preparation, and provides guidance and support to all groups and committees. (currently ¾ time)

Designated Lay Minister** is responsible for Christian Education with the primary focus on Children and Family Ministry and Missions and Outreach, working with Congregational and Family Ministry Committee. The intention is to sustain this position for 3 years with reserves from Sprucedale. (effective July 1, 2009, 16 hours)

Secretary completes administrative functions for staff and congregations, records minutes of board meetings, books and tracks facility rentals and usage, creates weekly bulletins and newsletters, monthly activity calendar, and provides support to all groups and committees. (effective April 1, 2009, 20 hours)

Organist provides music ministry for services. (effective April 1, 2009, 10 hours)

Choir Director directs and leads the choir at Sprucedale, joint choir practices, and joint services as required, and is a volunteer position.

Charge Treasurer completes all joint financial transactions and reporting and is a volunteer position.

Volunteer/Donor/Participation/Leaders support:

- Regular church needs, nursery, readers, UCW, 3C's (coffee, crafts, conversation), etc.
- Building maintenance, minor repairs and upkeep
- Equipment operation – sound, video, projector, etc.
- Landscaping
- Visitation and Pastoral care
- Fundraising
- Community support and outreach
- Kenesserie Camp
- Etc. etc. etc.

Both Sprucedale and Providence have paid custodians.

**Note: This position could be impacted by new “Handbook for Designated Lay Ministry and Congregational Designated Ministry” issued by the United Church of Canada, effective January 2009.

Position Profile

Sprucedale/Providence Pastoral Charge is seeking a full-time ordained, diaconal or recognized designated lay minister.

Worship:

- Responsible for the worship life of the congregations, including Sunday Services and special services.
- Prepare and deliver sermons which are Bible based, inspirational and relevant to everyday lives.
- Work with the worship committee and the music team in the co-ordination of worship and music
- Include children's time during Sunday services
- Facilitate involvement of adult, youth and children
- Administer sacraments, conduct weddings, funerals

Pastoral Care:

- Responsible for Pastoral Care
- Assist in the development of a Pastoral Care Team which would work in co-ordination with the minister
- Visitation as circumstances require
- Responsible for preparation associated with weddings and funerals according to the established polices of the churches.
- Refer people to appropriate counseling services when deemed necessary

Christian Development:

- Provide opportunity for adult learning
- Support and encourage the involvement of children and youth in the life of the church, working with the Designated Lay Minister
- Provide preparation for baptism and confirmation, according to the policies of the congregation

Stewardship:

- Provide education and awareness of the importance of discipline of stewardship as an opportunity for spiritual growth.

Mission and Outreach:

- Encourage the importance of mission and outreach in the life of the congregations
- Encourage and develop ways in which we can fulfill our commitment in these areas in our community and the world
- Support and educate the congregations on the importance of the work and needs of the Mission and Service Fund of the United Church of Canada

Personal and Professional development:

- Maintain a program for personal and professional development
- Seek out counsel, support and assistance as required

Administration:

- Committee support and guidance
- Attend board, annual, congregational, presbytery and conference meetings
- Assist congregation and board with visioning, mission and stewardship
- Ensure the secretary receives all pertinent information for maintaining all records and record books

Marriage Policy:

This church has an official marriage policy which may be readdressed in the future

Accountability:

- Responsive to the congregations in partnership with the consultative and supportive agency of the M & P Committee and is under the ultimate authority and discipline of Kent Presbytery.

SKILLS PROFILE

Skills Required:

Able to:

- Provide worship time which is informal and uses contemporary language expressing a somewhat liberal interpretation of the scripture
- Communicate effectively and clearly
- Teach and facilitate learning and spiritual growth
- Develop our faith
- Provide resources to stimulate and enable the Board and the Congregations to grow into the visions we adopt
- Encourage and utilize the talents of our youth
- Nurture and encourage the membership
- Exemplify personal growth in action and attitude
- Lead the congregation through change and innovations

Is:

- A Team Player with congregation of all ages and with staff
- Approachable
- Good with conflict and problem solving
- Empathetic and a good listener
- A conduit for vision and programs from the United Church of Canada and other sources
- Computer literate, comfortable with developing technological resources for worship and communication
- Aware of and responsive to the United Church Policy of Faithful Footsteps and other United Church of Canada documents

Has:

- Wisdom to guide
- Positive attitude
- Sense of humor

Celebrate with us in our successes and failures, as we strive to be all that God calls us to be, both as people and the church.

TERMS PROFILE

Salary:

- Negotiable according to the United Church of Canada Salary Schedule
- Centralized monthly payroll

Continuing Education:

- Three weeks
- \$1,200 annually, upon submission of receipts

Housing Allowance:

- \$1,000 per month
OR
- Manse is available, including paid utilities, appliances, draperies, carpet
- Reimbursement for basic cable and basic home phone service, excluding personal long distance

Travel Allowance:

- 39 cents per kilometer logged, current minimum rate as per United Church of Canada

Vacation:

- One month per year, to include five Sundays, with actual dates to be negotiated with the Ministry and Personnel committee annually.

Equipment:

- A laptop computer
- Church building has hi speed internet/email access

All other terms as per the minimum requirements as stated in the United Church of Canada Manual