



# JOINT NEEDS ASSESSMENT REPORT

## CENTRAL UNITED CHURCH

February 18, 2018

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**Committee Members:**

Marilyn Robinson

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Tracey Furry

Jim Agnew – Presbytery Rep.

Rev. Gordon Crossfield – Presbytery Rep.



The United Church of Canada  
L'Église Unie du Canada

Joint Needs Assessment Committee Report  
Central United Church  
February 18,2018

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# "To Know Christ & to Make Him Known"

## (Central United Church Mission Statement)

### Introduction and History of Central United Church JNAC Committee:

Following the notification from Reverend Steven Davis of his decision to leave Central United Church pastoral charge as of the end of June 2015, a Joint Needs Assessment Committee [JNAC] was brought together to begin the Joint Needs Assessment process to secure a replacement.

Your Central United Church council selected the following people for the JNAC committee in 2015:

- Marilyn Robinson (Chairperson)
- Tracey Furry
- Allan Tallman
- Norbert Gieger
- Lori Smith
- Gay Willing

Niagara Presbytery were represented on the JNAC committee by Rev. Gordon Crossfield & Bert Durst. Meetings were held almost weekly once the 2015 committee was formed with the summer months a hiatus.

The first major undertaking for the committee was the development, distribution and collation of a congregational survey. A remarkable 50 surveys were completed and returned, providing invaluable information to the JNAC committee concerning the congregation's perceptions of itself, its strengths and weaknesses, its relative priorities, and suggestions for future direction.

This committee remained in place after the hiring of Donna Howlett in 2015 and is now re-activated to continue their duties in the search for a full-time minister following the decision of Donna to retire at the end of May 2018. However, Bert Durst, has been replaced by Jim Agnew from Presbytery. As well, Nobert Gieger and Gay Willing are no longer on the committee.

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**Recommendations:**

The Joint Needs Assessment Committee recommends the following three-part motion to the Central United Church Pastoral Charge and the Niagara Presbytery:

1. That a vacancy be declared for a full-time order of ministry person.
2. That a Search Committee be formed to call a new full-time minister.
3. That this JNAC Committee be dissolved as their official duties are complete.

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**Minister Profile**

The JNAC gathered from the summer 2015 survey results from the congregation of Central United Church qualities for our minister to possess. We believe these qualities remain current for the 2018 congregation.

**We need our minister to:**

- ✓ Be welcoming, caring & dynamic
- ✓ Be filled with the spirit of Christ & to be able to relate to all walks of life
- ✓ Have great leadership skills & team building skills
- ✓ Support us in living out God's will and following the spirit of God's plan
- ✓ Help us understand God in today's society with joyful & inspiring messages
- ✓ Inspire us to live the message
- ✓ Have the ability to work collaboratively with the congregation, church staff & committees
- ✓ Develop volunteerism, stewardship, pastoral care & accountability
- ✓ Inspire the congregation to use their talents
- ✓ Help us to grow with the changing times
- ✓ Have a sense of humour
- ✓ Be involved in the community

## **Joint Needs Assessment Appendix (A)**

### **Port Colborne COMMUNITY PROFILE**

#### **Background:**

The City of Port Colborne is a municipality within the Niagara Region having a population of 18,425 as of the 2011 census. It is situated on the sandy shores of Lake Erie (Niagara South Coast) at the southern terminus of the Welland Canal which is part of the St. Lawrence Seaway system.

The community came into existence in approximately 1840 when the second Welland Canal was extended south through the Niagara Peninsula to connect Lake Erie and Lake Ontario. There had been sporadic settlement in the area since the late 1700's with the arrival of the United Empire Loyalists.

The community's most significant impact is its relationship with the Welland Canal, the marine industry generally. The community grew to be recognized as a town in 1870 and became a City in 1966. The City of Port Colborne is part of the Regional Municipality of Niagara situated between the waters of the great lakes of Ontario and Erie. The Region of Niagara consists of twelve unique and distinct local municipalities including the renowned City of Niagara Falls and its natural wonders.

The nickel refinery & research department operated by VALE [previously INCO], as well as businesses associated with the Marine Industry significantly contribute to Employment in Port Colborne. In more recent years, Port Colborne has been successful attracting new industry, such as the Agro-business operations of Casco Inc. renamed Ingredion now merged with Jungbunzlaur. Ingredion processes corn into products such as sweeteners and citric acid.

#### **Current Status:**

Commencing in the 1980's the community has developed its resources related to recreation and tourism. Examples of tourism events are Flavours, Canal Days, a Marine Heritage Festival, and Sports Fest, fishing as well as taking advantage of the scenic beauty of the lakeshore. There are many summer residents who enjoy cottage life along the shores of Lake Erie.

The City of Port Colborne maintains a wide variety of parks, several public beaches, a large marina, and dozens of kilometres of paved recreational trails. The Vale Health and Wellness Centre opened in late 2012, complete with two arenas, an indoor walking track, and a YMCA branch including fitness centre and two pools. Three 18-hole golf courses are within the immediate vicinity of Port Colborne, along with many conservation areas for relaxation and hiking.

#### **View more Details at:**

[http://portcolborne.ca/page/community\\_profile](http://portcolborne.ca/page/community_profile)

<http://portcolborne.ca/page/history>

<http://www12.statcan.gc.ca/nhs-enm/2011/dp-pd/prof/index.cfm?Lang=E>

<https://www.niagarahealth.on.ca/site/home>

## **Community Resources:**

The Port Colborne community has access to elementary schools within the community in the English Public, English Roman Catholic and French Roman Catholic boards. An elementary Christian School located in Fort Erie and affiliated with the “Brethren in Christ Church” approximately thirty minutes away.

Secondary school education is provided within the community by the English Public and English Roman Catholic School Boards. French language public secondary and French language Roman Catholic secondary schools are available in Welland, approximately fifteen minutes away. The community has access to Brock University, an Ontario accredited institution with a student population of over 18,700 full time students as of 2015 in the City of St. Catharines, approximately thirty minutes away and two campuses of Niagara College an Ontario Community College in both Welland and Niagara on the Lake, offering post-secondary education in technical and specialist fields.

**View more Details at:**

<https://brocku.ca/>

<http://www.niagaracollege.ca/>

<https://niagara.cioc.ca/>

The community is serviced by the Port Colborne General Hospital, an Urgent Care facility, which is part of the Niagara Health System. It provides inpatient care for general medicine, Complex care, Diagnostic Imaging, Laboratory, Ontario Breast Screening Clinic, Outpatients Clinic and Urgent Care Services Including Regional Newport Centre specializing in Addiction Recovery. The community is serviced by Northland Pointe a 155-long-term care facility, Home for the Aged which is Licensed by Ministry of Health & operated by The Regional Municipality of Niagara. There is also a large private retirement home with associated facilities. Primary and Secondary hospital services are available at the Welland County General Hospital part of Niagara Health System, approximately 15 minutes away. The new St. Catharines Hospital built in 2013 is approximately 40 minutes away and is a teaching hospital associated with McMaster University in Hamilton.

**View more Details at:**

<https://www.niagarahealth.on.ca/site/st-catharines-site>

## **Arts & Cultural**

Port Colborne Operatic Society, Festival of the Arts, The Roselawn Centre for Arts, Showboat Festival, Canadian Author Series. Also, to be appreciated, are the facilities at Sugarloaf Marina.

**View more Details at:**

[http://portcolborne.ca/page/arts\\_and\\_culture](http://portcolborne.ca/page/arts_and_culture)

## **Central United Church within the Community:**

The congregation participates in the Inter-Church Community Food Cupboard, provision of Out-of-the-Cold suppers for local residents throughout the winter and has encouraged an extensive local outreach fund which provides funds to local community organization providing services and needs not met in the current Government fiscal framework. Members of the Ministerial staff participate in the local clergy fellowship which provides services for the week of Christian unity.

We have redeveloped worship in respect to Choirs & Music.

The Congregation is willing to contribute to Capital Projects that arise.

The community and congregation continue to be challenged by the increasing number of aging residents and members.

Additional information is to be found in the Annual Report Feb 2017

## **Joint Needs Assessment Appendix (B)**

### **Central United Church COMMUNITY OF FAITH**

The pastoral charge of Central United Church, Port Colborne began in 1925 at the time of Church union. The roots of the congregation go back into the early 19th century. The original Methodist Pastoral charge was recognized in 1856 in the then Village of Port Colborne. Humberstone and Port Colborne charges merged in 1894 with the establishment of Central Methodist Church. The two municipalities merged in 1950.

Following church union in 1925 the congregation built a new significant structure completed in 1928 which remains our Church home at the corner of Delhi and Catharine Streets in Port Colborne. The church was extended by a large Christian education wing in 1956. The church was substantially damaged by fire on October 31, 1985 when the Christian education wing was destroyed, and substantial damage occurred to the sanctuary. The church was rebuilt and rededicated in June 1987 with modern fully accessible premises. The sanctuary seats 350 persons and has a two manual Casavant pipe organ fully rebuilt after the fire. In 2000 the chancel was rebuilt in a platform style to accommodate contemporary worship.

### **Purpose and Mission**

Our ***purpose*** as set out in the Congregation's constitution adopted in 1992 is:

### **"To know Christ and to make him known"**

In response to the message of God's redeeming love in Jesus Christ our ***mission*** is to:

- foster commitment to Jesus Christ and his church
- be an open congregation that welcomes all people into the church family
- worship joyfully and faithfully
- provide opportunities for children, youth and adults to grow in knowledge of the Christian way of life
- be a community that speaks and lives its Christian values
- reach out to people in need in our community in word and action
- share with God, responsibility for the well-being of the world, Spiritually, Socially and Environmentally

### **Nature of Community of Faith**

Our protestant congregation has had a substantial role in this community. We are known for our worship and have a tradition of excellent music. We provide a 10:00 am traditional worship service with a strong commitment to the word of God.

### **Organizational Structure**

The church uses a unified church council with representatives from all committees (Finance, Property, Ministry and Personnel, Worship/Mission and Outreach, and Program) Membership and Visitation, Trustees, Presbytery delegates and the UCW.

The Chair of Church Council is a lay person who usually serves a term of two years. Church Council and committees usually meet monthly from September through to June.

## **Joint Needs Assessment Appendix (C)**

### **COMMUNITY OF FAITH RESOURCES PROFILE**

The congregation works to meet its general operating budget annually resulting in special campaigns to achieve a balanced budget. The congregation in the last five years received its operating funds as follows: Envelope Giving's, Memorial Fund and Capital Fund/Trustees Fund, and PAR (Pre-Authorized Remittance). The most Current Financial Report is in the 2017 Annual Meeting Report and would be available when a Joint Search Committee is formed.

The congregation has embarked on some special fund-raising projects i.e. garage sales and dinners which have supplemented giving's and provided an opportunity for fellowship and stewardship in action. The congregation follows a program of a designated fund for local and mission outreach opportunities separate from its support of the United Church Mission and Service Fund. This money is raised for additional programs (Elementary & High School lunch programs, the United Church Cave Springs Camp, and others). Special giving's at Thanksgiving, Christmas and Easter are sought for projects such as World Vision, Habitat for Humanity, and Sleeping Children around the World. These programs and other initiatives such as the Out of the Cold program and the bi annual clothing boutique provide the congregation with a tangible connection with the needs in both its community and abroad. As with many mainline congregations the church depends on the commitment of its volunteers.

#### **Property:**

The congregations' church structure is mortgage free. There are a few key items currently in need of some refurbishing & restoration- Steps and Organ cleaning, have been completed. Elevator replacement is in the works and other ongoing maintenance projects are generally met out of current giving's with occasional special appeals for particular needs. In the past few years, we applied & received a grant [\$5400.00] to replace some windows as well the congregation raised \$6,150 for lighting fixtures that needed to be updated. The congregation does not rent. Users of the building make Donations for programs IE: affiliates (AA, Scouts, etc.).

#### **Personnel:**

Since 1994-2015 the congregation has employed a full-time Staff Associate or a *Designated Lay Minister*, now 10.5-hour window executes all administrative duties & (0.75) DLM with a focus on youth ministry and Christian education and local outreach with youth and young people.

The congregation employs a *Music Director/Organist* providing music for the traditional service. A senior choir of 20 adults, Bell Choir, youth & Teen choirs form part of the music complement for the Worship Service.

A *custodian* is employed on a part-time basis to look after the building.

The *church treasurer* receives a small honorarium in recognition of the duties of this position.

## **Joint Needs Assessment Appendix (D)**

### **Job Description - Central United Church - Order of Ministry**

**Position Title:** Order of Ministry Person (full-time)

**Reports to:** Presbytery. Responds to council's advice.

**Position Purpose:** To provide spiritual guidance and leadership to the congregation and welcome all newcomers. Plan and conduct services of worship. Teach Christian beliefs and be responsible for such services as weddings, baptisms and funerals. Provide support and leadership for the Designated Lay Minister.

#### **Primary Duties and Responsibilities:**

- Responsible to conduct weekly and special worship services
- Provide leadership to the congregation as part of a team with lay people and the Designated Lay Minister
- Preside over sacraments
- Responsible (oversee) for records as required by civil or church law
- Provide pastoral care (visitation)
- Continue personal spiritual and theological education
- Supervise prayer and discussion groups
- Attend all required meetings
- Visioning
- Support Stewardship and Finance Committee
- Administration – communications / conflict management

#### **Qualifications/Education:**

The minister has been ordained/commissioned and comes to the position as a Christian with a sense of calling.

#### **Working Conditions:**

Special working conditions cover a range of circumstances from weekend and evening commitments, and bereavement counselling

Must be a team player with the Designated Lay Minister (DLM) and the Choir Director.

## **Joint Needs Assessment Appendix (E)**

### **Job Description - Central United Church - Designated Lay Minister (30 hours)**

**Position Title:** Designated Lay Minister

**Reports to:** Lead Minister/Presbytery/Church Council

**Position Purpose:** To provide outreach and leadership to the youth population. To support and participate in the work of Christian education, pastoral care and administrative duties.

#### **Primary Duties and Responsibilities:**

**Works 75% time as DLM and 25% time as office administrator**

- Assist with pastoral care to people in various stages of life
- Work with congregational leaders to determine the direction and priorities of the outreach ministry
- Plan and conducts sermons when required
- Provide programs and guidance for the youth members of the congregation and continues outreach to other youth in the community.
- Attend meetings of Church Council and all Annual Congregational meetings
- Play a part in the life of the Niagara Presbytery
- Continue to enhance skills and education
- Responsible for supervision of Sunday School

#### **Qualifications/Education:**

- A baptized person and a member of the United Church of Canada.
- Well-grounded in theology and biblical knowledge
- Possess insight into how individuals are motivated; understands and cultivates growth and deals constructively and positively.
- Familiar with youth ministry resources of the United Church and from other sources
- Possess basic administrative skills.

#### **Working Conditions:**

Special working conditions cover a range of circumstances from weekend and evening commitments.