

Carleton-Kirk United Church Community of Faith Profile Report

Date: May 8, 2020

Introduction to Carleton - Kirk

Carleton-Kirk is located in Saint John West. It is a congregation that is comprised mostly of seniors (many of those have years of experience being a senior).

The style of worship is traditional with a desire for current and even progressive theology that enables folks to understand God and Jesus in our time and context. A number of the worshipers have mobility issues so during the worship others are moving about helping with bulletins and offering. It is a delightful dance of helping each other and a strength of the congregation.

There was a sense that the church was in a palliative care situation until the wisdom and energy emerged to take a risk, do some things the same, do some things differently and re-engage with the community.

Carleton-Kirk finished a two-year Intentional Ministry time in October of 2019 and are now ready for the next chapter in their ministry.

In the final report of the Transition Team (which was approved at a congregational meeting on October 27, 2019) it was noted: "Feedback from the congregation indicates that the first choice for ministry at Carleton-Kirk would be for full time Ordained Ministry. The Transition Team has heard that response and is working to assure that this choice is possible and within our resources to accomplish. A recommendation will be made to the Joint Needs Assessment Committee when it begins its work."

Living Faith Story using these categories - Administration

Activities that currently support administration include office secretary for twelve hours a week, choir director, trustees, church council, envelope secretary, tellers, volunteers for special projects and treasurer. These components run quite smoothly because of the continuity over a significant time frame. While some activities are proactive and well-planned, others are more reactive – resolving a situation as it occurs.

Our physical plant is quite unique – church, nursing home, seniors' residence under a corporation structure. Carleton-Kirk United Church's governance model is Church Council.

Technological infrastructure continues to evolve: Power Point, Windows 10, Wi-Fi, LCD projector, streaming through Face Book, camera (not in use), laptop computer with Windows 8, plus personal volunteer equipment are all available. Volunteers require training for equipment use on some of these resources.

Our financial situation is reviewed monthly at council meetings. We have not had a stewardship campaign for many years.

Human gifts include both paid staff and volunteers. We have an active, loyal choir. Several volunteers collect and return residents from the nursing home to our Sunday worship service. A prayer circle, two 'tech savvy' volunteers, one Licensed Lay Worship Leader

(retired), one Diaconal Minister (retired) and one Designated Lay Minister (retired), and faithful women of the congregation can all be counted as our human gifts.

Community Outreach and Social Justice

We made a decision to minister to seniors and our programs center around that goal. We also work at and support the Food Bank, Coats for Kids program of the Knights of Columbus, Hillcrest Clothing Closet, local school breakfast program and a school supplies collection in the fall.

Direction for this outreach is by committee structure. The effectiveness of these activities is measured by attendance and participation.

Our outreach programs are part of a collaborative approach with other groups within our physical plant. We provide outreach to both the Nursing Home and the apartment complex. Some of this support is ongoing (Lodge – residents transport each Sunday) and some is seasonal (Lodge staff and apartment residents' remembrances). Once a week meals are provided to apartment tenants for a small fee. George's Café provides a weekly meal to apartment residents and to the community. We partner with Social Services to prepare and deliver generous Christmas boxes.

Denomination and Communities

Activities that currently find support at Carleton-Kirk United Church include:

Sharing our building by providing space for Guides and Brownies. Residents of Carleton Kirk Lodge sometimes use the gym for recreation and social events. Music Festival classes are held in the spring.

We partner with other groups to in providing school supplies, Coats for Kids, the Mitten Tree at Christmas, People Assisting Local Schools (PALS) program, George's Café, Food Bank, and Hillcrest Clothing Closet. Donations to other churches and organizations are made to help with their out-reach programs. We are looking for a spiritual leader to foster, support, encourage and engage lay people to become more involved in our community.

Faith Formation and Christian Education

Activities that currently support faith formation and Christian education include: Sunday worship, special services including Maundy Thursday, Good Friday, Easter Sunrise service, weekly discussion group, an Advent Saturday event with the Christian Education Co-ordinator and seasonal Bible study.

Leadership

At the present time we are a faith community in limbo. The leadership that we have (Church Council) is maintaining the ministry of Carleton-Kirk. In the past we have expected our minister to vision and direct the work and witness of the church.

We recognize that leadership needs to be developed for us to achieve our future goals. We don't have the skills to address conflict and communication challenges within our community of faith.

Pastoral Care

Activities that currently support pastoral care include:

- Sending get well, birthday and sympathy cards
- Home visits and Nursing Home visits
- Supportive telephone calls
- Maintain the Prayer Chain
- Mail-outs of bulletins, annual reports, annual receipts
- Carleton Kirk Lodge clients are brought to church on Sundays and returned to the Lodge after service
- Once a year 'treats' are given to the Lodge staff in appreciation of their work
- At Christmas, gifts/remembrances are given to those living in the adjoining apartment complex
- Once a week 8-10 cooked meals are provided to apartment tenants at a cost of \$6 each and the money is paid to the Lodge for preparation. On occasion, some meals are delivered to the apartment complex to those who are unable to come to the Carleton - Kirk Church dining area
- George's Café provides a weekly meal to apartment residents and people from the lower west side community at no charge. (Any donations are always accepted.)

Through this work we share God's love to others around us. There is personal satisfaction and commitment in 'feeding the hungry, clothing those in need'.

We have no current minister. Emergency pastoral care is provided by arrangement with another United Church of Canada minister.

Self-care

Carleton-Kirk United Church is a family size, caring community of faith. Our small size and long-term interaction allows us to provide support and encouragement to our fellow worshippers. The health and spiritual growth of our minister is an important aspect of our caring community

Worship

The congregation is made up of members and adherents within an age range of 50 – 100 years; retired, seniors, pensioners. Ours is a traditional order of service with leeway to add to or take away component part(s) led by licensed lay persons. If a licensed lay person is not available, members of the congregation have, in the past, taken on this responsibility. We aim to worship in the 'here and now'; to sing the hymns and songs that are relevant to the current situations in our community and in the wider world.

Most of the service is conducted by the minister (ordained or lay person). Lay persons are involved according to a schedule for reading scriptures and presenting a Minute for Mission, collecting offerings, lighting the Christ Candle, welcoming and passing bulletins to those coming to the service.

The Sunday morning service is shared over Face Book. We have partial resources to introduce Power Point presentations and video recordings.

Congregational hymns, usually accompanied by pipe organ or, on occasion, by piano or guitar, are taken from *Voices United* and *More Voices*. At present there is small choir of unison voices.

Sermons and prayers are delivered by minister or leader of the day. The New Revised Standard Version is the usual choice for reading scripture. On occasion, the sermon will be replaced by presentations from other groups.

Here is other information that is pertinent about our church -

- There is no manse.

- Church Property - Carleton-Kirk is legally part of the Carleton Kirk United Church Complex; the church itself is connected to an apartment complex that is home to over 70 seniors. Adjacent to the church is a nursing home where about 70 women and men are cared for in a non-for-profit nursing home; the nursing home employs a part time chaplain. The church pays a monthly rent to the corporation.

Financial Viability – Being a smaller congregation our financial commitment although strong will not be enough to cover our yearly expenses with a full time minister. There are invested funds amounting to approximately \$350,000.00 which when required can be used to help cover expenses for a full time minister.

Position - Carleton-Kirk seeks a full time minister (Ordered or Lay) for a three (3) year appointment.

Position Summary

We seek a minister for worship, pastoral care and outreach into the surrounding community. We seek a minister who would be excited about relating to people of different ages, stages and circumstances – from folks at the local Tim Horton's, visiting with seniors in the apartments as well as leading in worship on Sunday mornings.

Skill Set

- Comfortable leading worship with a team and a congregation where there is often activity and movement throughout worship.
- Appreciation of and active support for a ministry with seniors
- Skill to lead a congregation through a time of change and risk
- Comfortable being a 'minister in the community' where the community has a significant degree of poverty and social need.
- Ability to engage with agencies already established in the community and convey the mission of Carleton-Kirk with a view to partnerships.
- Ability to work collaboratively with the congregation, Church Council and Trustees as well as work in partnership with other staff (office administrator, music director).
- Appreciate the need for continuing education and self-care.
- To support congregation in using the new technology available

Job Description

- To provide meaningful worship in collaboration with the music director and worship committee; leading in sacraments, funerals, weddings as well. Working with and sharing with other local churches in worship services during the year

- To provide pastoral care and support to the folks of Carleton-Kirk
- To become aware of and work within the unique relationship between the Church, Nursing Home and Seniors' apartments and to be an ex officio member and serve as the United Church of Canada representative on the Board of Directors of the Carleton – Kirk Complex
- To engage the congregation in study (Bible, books etc.) and prayer
- To be in the community meeting people where they are and together with the congregation, discerning ways to respond
- To discover community agencies already in existence and discern how partnerships might be established with Carleton-Kirk
- Be engaged with the Region and General Council as agreed to with the guidance of the Ministry and Personnel committee.

Proposed division of time

➤ Worship	25%
➤ Pastoral care and Faith Formation	25%
➤ Community outreach and partnerships	25%
➤ Administration/Governance	10%
➤ Denomination work	10%
➤ Self-care	5%

Salary and Benefits

- In accordance with the salary scale and benefits schedule for full time minister set out by the United Church of Canada.

It is the recommendation of Carleton-Kirk Church Council that Carleton – Kirk United Church is viable to appoint a full time minister.

Motions by Carleton - Kirk United Church Council:

Moved: Germaine Nicolle and Seconded by Carolyn Johnson; Motion Carried

1. We receive the report in full.
2. We establish a full time ministry position. It would be a three year appointment for an Ordered Minister or Designated Lay Minister (DLM)
3. We request that Region 14 establish a Search Committee.
4. That should there be a short fall in the Carleton – Kirk budget it be made up from the investments held by the Board of Trustees using monies earned first and investments secondly.
5. We offer our thanks to the Living the Faith Story Profile Committee and disband this group.

Approved by the Carleton – Kirk United Church Council on May 27, 2020.

Fundy St. Lawrence Dawning Waters Region representative for the search:

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