

PORT ELGIN UNITED CHURCH

Joint Needs Assessment Report

December 2018

JNAC Committee

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INTRODUCTION

The Joint Needs Assessment Committee (JNAC) was formed in the Fall of 2018 to begin the process of determining what we require in a new minister. The process was initiated upon the announcement and acceptance of the retirement of the current full time Minister as of June 2019. The JNAC conducted a survey among the members of the Port Elgin United Church (PEUC) to determine the needs of the congregation.

The PEUC is a 20 year-old building with no mortgage. In addition to the minister, the church employs a part-time Church Administrator, Music Director, Treasurer and Custodian. The church has many functions outside of Sunday morning worship: it is home to many community groups and clubs, Tuesday morning Play Group, stage productions, weddings, funerals, and community concerts.

The JNAC members included: Sue Caley, Nicole Hunter, Penny Inkster, Jennifer Jack, Louise Jack, Bert Jackson, Bill Lush and Bill Reany. Rev. John Smith was the Presbytery representative.

In total, 82 members responded to the survey, of which just over 50% were between the ages of 50-79 years old. The survey found that the majority of people surveyed were long-term members of PEUC and many were optimistic about the search for a new minister.

Members surveyed reported that worship leadership, pastoral care, and Christian education were the parts of a minister's job that they believed were the most important. In looking at our spiritual health, there were a variety of responses, which is also reflected in the responses to the question regarding where we stand in our theology. We recognize our diversity and 31% of responses indicated that we are accepting of a variety of beliefs within our church, which is encouraging.

There were several common themes in the comments. First and foremost was the desire to see more youth and children in our church moving forward and to develop and maintain groups for our young people. Another comment often made was the need to address volunteers in our church; several comments indicated that while it is important to grow our volunteers so that we do not overburden congregants, it is also important to allow new members to ease into our church life before being asked to volunteer. There is also some concern about our financial security and worry about funds in the future. Finally, there is a desire for a minister who will bring energy and enthusiasm to the job, along with different styles of worship. There is also recognition that we may require more than one minister if we plan to maintain our current offerings and grow along with our growing community.

With this information, the JNAC has prioritized recommendations in terms of what PEUC will be seeking. First, in addition to our full-time minister, we will need a part-time minister. Our ministers will have different skills but must be passionate about music,

youth and children programs. Second, we will need someone who is committed to worship preparation in order to remain relevant in our changing world. Third, we will need a minister who is caring and friendly with our aging congregation, and who is willing to make pastoral care a priority.

As we begin our search for a new minister(s), it is with the understanding that as a congregation, we work together as a church family, supporting one another in faith and through our connection to the United Church of Canada. Our ministers are important leaders in our church, but they do not work alone. Let us consider how we can best support our new minister(s) in order to sustain and grow our church.



PORT ELGIN UNITED CHURCH MINISTRY PERSONNEL POSITION PROFILE for our Community of Faith

December 2018

Position Profile(s): **1 FT**

NOTE: for the purpose of the Congregational meeting at which the JNAC will be approved, this position profile reflects a 1.25 or 1.3 full time equivalent. We will be asking you to approve an additional person (called after the full-time Minister is in place), or, if not possible, we will be asking you to help us remove portions of this position's duties and responsibilities.

Position Summary

The full time minister will be the key ministry position in our community of faith, whose core responsibilities include worship, pastoral care, and faith formation and education. A second minister (part-time) will be sought after the first position is filled, in order to have a complementary fit with the full time minister, and to facilitate growth of our community of faith.

Autonomy and Decision Making

The minister will have discretion over benevolent funds, as well as discretionary spending for office, continuing education and other supplies.

Decisions involving the day to day direction of the church administrator will rest with the minister, but supervision of all staff belongs to the M and P committee.

Decisions for worship and music are the purview of the minister, in collaboration with other persons involved in the planning of worship.

Decisions in all other committees and the church council of the community of faith are made in a spirit of consensus and shared responsibility for the life and work of the church. The minister is expected to bring expertise and insight, but not to make decisions on behalf of committees.

Principal Area of Responsibility and Associated Duties

1) Worship Leadership

The planning, preparation, and offering of Sunday worship services will be the primary role of the full time minister.

Funerals, weddings, and other services, such as those in nursing facilities, will also be the primary role of the full time minister.

The Port Elgin United Church has a wide and deep appreciation for a breadth of theology, and a sensitivity toward inclusion. Because of the wide variety of church backgrounds in our community of faith, we expect a variety of joyful, inspiring, thought-provoking services of worship, as well as the inclusion of many varied aspects of church music.

- 2) Pastoral Care**
Pastoral care of our members is a critical part of the role of the full time minister. We are particularly concerned that emergent pastoral care be offered as much as possible. Critical care and hospital visits will be a priority. Keeping in touch with all our members, while important, will of necessity be dependent on a second ministerial position, or leadership which the full time minister may give to the pastoral care team.
- 3) Faith Formation and Education**
The full time minister will offer care and support to those engaged in our Christian Education ministries, including Sunday programs, youth programs, and adult education. Part of the role will be the engagement and training of volunteers to lead existing and emerging programs for kids, youth, and families.
- 4) Leadership**
The minister is expected to offer strong and compassionate leadership in all areas of church life, and is expected to be a prominent voice for the mission and ministry of our community in the wider church and surrounding area.
Commitment to the high standards and ethics of ministerial leadership will be essential in the leadership of our community of faith.
It is anticipated that our minister will offer leadership both “from the front” (i.e. prophetic witness), and “from behind” (encouraging the flourishing gifts of leadership in others), in situation-appropriate ways.
The encouragement, training, and support of volunteers, in order to grow our ministry, is essential.
- 5) Administration**
The minister will have day to day responsibilities for the church office and the preparation of Sunday worship materials. The church council and committees will structure their meeting dates and times in order to minimize the hours required at committee meetings, but the minister is not required to be present at every meeting.
- 6) Community Outreach and Social Justice**
As time permits, the minister may initiate or participate in groups or task forces that highlight our mission and ministry in the community and in the world at large.
- 7) Self Care**
The community recognizes the stress caused by the role of minister especially in today’s changing social climate. It is expected that the minister will set personal goals for self-care, and commit to them through liaison with the M and P committee. Time away is expected and encouraged to balance out heavy workloads, and to help maintain a healthy personal lifestyle.
A full vacation allotment is expected to be taken every year.

8) Continuing Education

The minister will pursue a full range of professional and personal learning opportunities, in liaison with the M and P committee on a yearly basis.

9) Denominational and Community Partnerships

The minister is required to exercise membership in the Region and to represent the pastoral charge in larger denominational gatherings.

Other community partnerships, such as local ministerial, may be pursued as time permits.

Required Knowledge, Skills and Abilities

A love of Jesus Christ is essential

Ordained or Diaconal Minister, with good standing in the United Church of Canada

Good communication and inter-personal skills

Counselling skills

Collaborative working style

Organizational skills

Other Preferred Skills

Spiritual Direction

Volunteer management

Stewardship Education

Familiarity with Technology

Port Elgin United Church Profile



Port Elgin United Church has 434 households under pastoral care (member & adherent). In 2017 there were 4 child baptisms, 6 marriages and 16 funerals/memorial services.

Membership as of December 31, 2017 was 651. Two members were received by transfer and 15 removed by death. The church has 165 identifiable givers to local expenses in 163 households. There are 51 identifiable givers to the Mission and

Service Fund. Average weekly attendance in October and November, 2017 was 125. There are approximately 50 adherents who are not included in membership figures but regularly participate in the life of the church.

Port Elgin United Church owns a 19 year old, 19,000 square foot building on 9.4 acres. There is no mortgage. The property is insured for \$4.53 million and \$2 million in liability insurance.

The market value of the land was identified as \$205,000 in 2017 and investments were identified as \$200,000 (Manse Fund, GIC's, Youth Trust).

Port Elgin United Church brought in \$245,000 in offerings in 2017. Other incomes included Miscellaneous Receipts from Building Use, Bequests, Fund raising, Interest and HST rebate, totalling \$37 517 and directed Receipts of \$7 530. Staffing amounts to almost 75% of the Operational Budget and committee expenses amount to 25%. Although the congregation passed a budget with a deficit predicted in the General fund of \$31,285, the committees and the congregation came together to end 2017 with only a small operating fund deficit of \$2 584.

In 2017 the UCW of Port Elgin United Church had revenues of \$21,677.50. Of this amount \$19,801.51 was dispersed into the church, local and international community in Christ's name. The UCWs of PEUC have 30 members. Other women's groups have 35 members including a Bible Study Group.

The men's groups in the church have 45 members and include a monthly Men's Breakfast Group, Men's choir and a Bible Study Group.

Discovery Cove (Sunday children's program) has 3 teachers plus helpers. Average Sunday attendance is about 22 children. In 2017, Sunday school contributions were \$740.18 with \$426 in expenses (not including those covered by the operational budget).

The church runs other activities for children including a Tuesday Morning Toddler group, Friday Night Youth Group, Youth Band (not in 2018) and Vacation Bible School (attendance of about 90) for 1 week in the summer.



Community Profile



Port Elgin United Church

located in Saugeen Shores
in Bruce County
at the base of the Bruce Peninsula
on Lake Huron
in Southern Ontario

Saugeen Shores

an amalgamation of the towns of Port
Elgin and Southampton and Saugeen
Township
Population: 14,000 and growing

Saugeen Shores – A Growing Community

What Makes Us Unique?

Made up of the communities of Port Elgin, Southampton and Saugeen Township, the Town of Saugeen Shores is located along the Lake Huron shoreline. Within a three-hour drive from Toronto, Hamilton, London, and Kitchener-Waterloo, our recreational area attracts tourists and cottage owners, resulting in a doubling of the population in the summer months. Famous for our sunsets, Port Elgin and Southampton offer incredible beach access to Lake Huron. Port Elgin's municipally-owned recreational harbour is flourishing, and the wide, sandy beaches in Southampton offer an extraordinary beach day experience. There is also much to experience in local arts and culture including the Bruce County Museum and Cultural Centre, Southampton Art School, a public library and several community choirs and bands, many of whom hold concerts at our church to showcase their talents.



With an active Chamber of Commerce and Business Improvement Area, Saugeen Shores launched the S.S. Trolley in 2015 to offer transit during the summer months from downtown Port Elgin and Southampton to the waterfront of each community. Wednesday's in the summer offer a farmer's market and beach market in Port Elgin.

A place to enjoy all seasons, the community boasts many multi-use trails, both along the lakeshore between Port Elgin and Southampton, and through a network of rail trail and hiking trails. While cycling, walking, running, rollerblading and ATVs prevail in spring, summer and fall, our snowy winters (average snowfall from December to February of 113 cm a month) offer a trail system for those who love to snowmobile, snowshoe, cross-country ski and hike in a winter wonderland. Recreation is important to our community. Along with several fitness facilities, we have beach volleyball and tennis courts, several golf courses, a BMX/skate park and organized sports throughout the year including soccer, baseball, hockey, volleyball, figure skating, swimming, track & field, curling and lawn bowling. In fact, badminton and pickleball are offered in our church Activity

Centre at different times throughout the year. Popular among children and adults alike is the recent addition of a splash pad and planning has begun for a new baseball complex on the outskirts of Port Elgin. Bruce County contains two Provincial Parks, two National Parks, the Bruce Trail and a World Biosphere Reserve. Outdoor activities include canoeing, kayaking, sailing, paddle boarding, birding, hunting and fishing on Lake Huron or on the many interior lakes and streams. Downhill skiing is offered at Blue Mountain and several other resorts in the Collingwood area which is less than two hours away.

Our Demographics, Economic and Political Realities

The four pillars of the local economy are agriculture, construction, energy and tourism. Saugeen Shores is experiencing and will continue to experience significant growth as a result of a major refurbishment taking place with our largest local employer, Bruce Power, who operates the largest operating nuclear facility in the world. Generating 30% of Ontario’s electricity needs, Bruce Power entered into a long-term agreement in 2015 to extend the life of the Bruce Power site to 2064. Currently employing about 4,100 people (40% residing in Saugeen Shores); the construction project will create 3000-5000 local jobs annually during investment and will secure an estimated 22,000 jobs directly and indirectly from operations.

With this growth, we are seeing a rise in the number of school aged children and this trend is expected to continue. This trend has put significant pressure on our elementary school space to the point that they are overcapacity, while high school space is significantly under capacity. As a result, beginning in 2019, grade 7 & 8 students will be placed at Saugeen District Secondary School to utilize available capacity. Although this change can cause anxiety among those affected, the school board is committed to ensuring regular communication and support to students, parents and staff to ensure well-being and provide the best opportunities for student success. In addition to grades JK-12, Port Elgin has a Montessori Preschool and post-secondary education is offered at Georgian College located in Owen Sound, approximately 45 minutes away.

On the other end of the spectrum, Saugeen Shores is also a vibrant retirement community offering a variety of activities for seniors, some of whom travel south during the winter months. There are senior’s community centres in both Southampton and Port Elgin offering a variety of games, activities and crafts for those aged 50+.

When the new Port Elgin United Church was initially built, almost 20 years ago, it was on the outskirts of town. Today, it is in the middle of an expanding neighbourhood surrounded by single and multiple family dwellings. The immediate community surrounding our church continues to grow at rapid rate both in population and number of occupied households. Over the next 10 years, the population is forecast to grow 25.7% from 13953 to 17550 and occupied households are expected to grow at an average rate of 192/year for the next 5 years and at a rate of 165/year for the next 10 years compared to a recent historical average of 108/year. (see Figure 1)

Figure 1 - Historical and Projected Growth in Saugeen Shores

Timeframe	Population Growth	
2011 – 2017	12865 to 13953	8.5%
2017 – 2022	13953 to 16066	15.1%
2022 - 2027	16066 to 17550	9.2%

Two new Medical Clinics built by the municipality have helped to attract additional doctors. Although it continues to be a challenge to attract enough doctors to provide adequate doctor to patient ratios, there are ongoing physician recruitment efforts underway. A 10000 square foot, \$10 million expansion has recently been completed at the Saugeen Memorial Hospital in Southampton, tripling the size of the Emergency Room (ER) and doubling the Laboratory capacity.

The town boasts a variety of shopping and dining opportunities, many of which can be found at <https://visitsaugeenshores.ca/where-to-shop/>. In addition, the city of Owen Sound offers a larger variety of chain stores and restaurants, as well as local shops.

The infrastructure for the community will be a key focus to ensure services are able to keep pace with the high rate of growth and development. Plans are underway to add additional services including two new hotels, a new daycare in Port Elgin and another between Port Elgin and Southampton. There are also discussions underway about the possibility of a YMCA coming to Saugeen Shores.

Faith Communities and our Relationships in Saugeen Shores

There are 21 churches and faith communities in Saugeen Shores, including Southampton United and Wesley United in nearby in Saugeen First Nation. A full listing may be found at <https://www.saugeenshores.ca/en/community-life/places-of-worship.asp>

As part of our outreach at Port Elgin United Church:

- Our Youth Group welcomes youth from across the community
- Tuesday morning play group brings upward of 50 preschool children and their caregivers weekly
- A preteen club for grades 4-6 meets on Saturdays (planned for 2019)
- Many community groups come to use our space throughout the year including musical events and concerts, a variety of sports in our Activity Centre, and as a regular meeting venue
- Our congregation assists the Port Elgin Salvation Army and Living Hope Church with operation of a food bank and weekly Spaghetti supper.
- Sunday services at Kingsway Arms Elgin Lodge and the Southampton Care Centre are shared between the various community churches.
- There is co-operation among local churches for ecumenical services (e.g., Good Friday, World Day of Prayer, Taize services).
- There is a Ministerial Association where 12 to 18 pastors meet bi-monthly and host an annual prayer breakfast.

Websites Offering Detailed Information about Our Community

www.saugeenshores.ca

https://issuu.com/jcrobbins/docs/live_work_guide_2018_19_issuu?e=8479404/65117776

<http://www.bwdsb.on.ca/>