



# Pelham Community Church

## Joint Needs Assessment

*Our mission is to grow spiritually strong individuals, families and communities. We promote faith transformation by our actions and words reaching out to show that everyone is valued by God.*

February 2018

### **Introduction**

Pelham Community Church is anticipating an exciting future. In September 2017, our previous minister had a calling to another church after 17 years. In an ambitious 2015 building project, our church transformed our main church building into a three hundred-seat sanctuary with the latest technology. But more importantly we have been redefining our mission to match a spirited Christian future for all people in our church and our local/ international community!

A JNAC committee was appointed last August 2017 with a mandate to define staff needs and requirements based on congregational input, a 2016 congregational survey, committee consultations, and staff interviews. The Joint Needs Assessment committee members include Heather Autkar, Elizabeth Abraham, David Boles, Marguerite Tufts, Kerry Guarin and our Presbytery reps Pat Tooley, Rev. Gordon Crossfield. Over the past months, JNAC has been interviewing, assembling pertinent information and meeting to strategize and analyze this information for our JNAC report.

In accordance with the United Church of Canada JNAC protocols, a JNAC report will be presented to Council on February 8, 2018. A congregational meeting will follow where JNAC will present the report. Should the congregation accept the JNAC report, the report will be sent to the Pastoral Relations Committee of the Niagara Presbytery. Pending approval, Presbytery will declare a minister vacancy and initiate a Joint Search Committee for a call to Pelham Community Church.

We wish to thank all the insightful responses we received in the form of past and present staff interviews, R.I.O.T. committee member interviews, casual input from congregational members, council support and guidance from our Presbytery reps.

## **Recommendations**

As a result of the JNAC's mandate to review ministry and mission needs at Pelham Community Church, the following motions be referred to Presbytery for approval

1. That the Joint Needs Assessment Committee of Pelham Community Church in Fenwick, Ontario recommends the declaration of a vacancy for one full time minister meeting the requirements of the United Church of Canada.
2. That the JNAC be disbanded after Presbytery approval and that a Joint Search Committee be struck.

## **History**

Pelham Community Church, a congregation of the United Church of Canada had its beginnings in 1839 and was served by a circuit rider of the Evangelical Association to German-speaking settlers in the Niagara Peninsula. In 1848, a congregation formed with prayer meetings held in homes. In 1865, the central portion of the present sanctuary was built. In 1920, the building was enlarged. More renovations and additions were made over the years and we became the Evangelical United Brethren. In 1968, we became Pelham Centre United. In 1986, another addition and renovation was completed. In 2004 the name was changed to our current name of Pelham Community Church. In 2013, plans were made for a major renovation and building project incorporating the original church building. The project was completed and dedicated in 2015. We now have a 300-seat multi purpose space with excellent audio video for concerts and conference like gatherings.

## **Property**

Our location is 461 Canboro Road, Fenwick, Ontario L0S 1C0.

We are located on a peaceful treed semi rural property with a main brick church building, a Church House, and a large 66 vehicle paved parking lot. The beautifully renovated church consists of a large foyer, basement level, and main ground level. The large foyer entrance is at the same elevation as the parking lot. From the foyer there are stairs going up to the main level and there are stairs going down to the basement level. We also have an elevator that provides accessibility from the foyer to the basement and the main level. Modern handicap washrooms

are available on the main and basement levels. All these modern improvements blend perfectly with the original heritage church.

The 620 square metre main level consists of a 300-chair multi use sanctuary, commercial kitchen, accessible nursery, washrooms and storage. The 620 square foot renovated basement level consists of multiple rooms for our youth programs, washrooms, large bright common room, music room, storage rooms and utility rooms.

Nestled in the trees we also have the Church House that was once the manse. This is where our staff offices are located and a general meeting room. The minister's private office has an inspiring treed view.

A good portion of our church was either renovated or added to in 2015 therefore our maintenance costs are relatively low. We have outstanding debt from our 2015 expansion/renovation project of \$322 000.00. The total 2015 building project costs were over \$800 000.

### **Community Profile**

Pelham Community Church is located in the Town of Pelham, in the beautiful Niagara Peninsula. Our beautiful and blossoming town is nestled between Lake Erie and Lake Ontario and is situated in the heart of the Ontario's Niagara Region. Pelham is comprised of five unique and historic villages: Effingham, Fenwick, Fonthill, North Pelham and Ridgeville. Blending successful farming, growing commercialism and five beautiful villages Pelham is truly vibrant, creative and caring!

Niagara is wine country, craft breweries, arts, music, theatre, sports, beaches, hiking, biking, recreational trails, festivals, attractions, night clubs, pubs, and renowned farm-to-table culinary destinations, all only an hour from Toronto, and just across the border from Buffalo. And, being located in the cradle of Canadian history, Niagara is dotted with landmarks that recognize a nation's story and celebrate Canada's heritage.

View More Details: <http://www.pelham.cc> <http://www.pelham.ca> <https://www.visitniagaracanada.com>

### **Community Resources**

The community has access to elementary schools within the community in the English Public and English Roman Catholic boards. An elementary Christian School is located in Jordan and approximately twenty minutes away.

The community has access to Brock University, an Ontario accredited institution with a student population of over 18,000 students as of 2017 in the City of St. Catharines, approximately twenty 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>

Hospital services are available at the Welland Hospital Site, approximately 20 minutes away or the St. Catharines Site, approximately 30 minutes away. Both are part of the Niagara Health System.

View More Details at: <https://www.niagarahealth.on.ca/site/home>

## **Job Description**

**Position Title:** Full Time Minister

**Accountable to:** Niagara Presbytery

### **Position Purpose:**

- ★ To provide spiritual guidance and leadership to the congregation.
- ★ To work closely with Church Council in the development and delivery of the church's strategic plan.
- ★ To actively participate in initiatives that provide outreach opportunities in the community that foster growth in our faith community.
- ★ To plan and conduct services of worship and provide pastoral care to accommodate the needs of all members of the church community.
- ★ To teach and support Christian beliefs and doctrine based on scripture.
- ★ To perform services such as weddings, baptisms and funerals.
- ★ To work collaboratively with other members of the Ministry Team, Church Council and Church Committees.

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

- ★ To be responsible for the planning and delivery of primary worship
- ★ To work collaboratively with other members of the Ministry Team as well as Church Council and the various church committees
- ★ To preside over sacraments
- ★ To be responsible for ensuring the completion of records and documents as required by civil or church law
- ★ To provide pastoral care
- ★ To coordinate, plan and participate in prayer and discussion groups with the support of other members of the Ministry Team and members of the congregation
- ★ To attend all required meetings
- ★ To work with Church Council and the congregation in the development and implementation of the church vision and strategic plan
- ★ To perform required administrative duties
- ★ Stewardship and Finance
- ★ To support the use of social media as a method of communication for both the church community and the community at large
- ★ To foster relationships with other members of the local clergy and will actively participate in initiatives that promote awareness of the church in the community at large
- ★ To create an environment that supports and promotes our Vision, Mission and Values
- ★ To inspire and motivate others to discover and use their own gifts in support of church ministry and community outreach initiatives
- ★ A passion for mission and outreach

**Qualifications/Education:**

The Minister must be Ordered or be prepared to meet all of the necessary requirements for this position as mandated by the United Church of Canada. The Minister must possess a clear calling to Christian Ministry.

**Minister Profile:**

The Joint Needs Assessment Committee has gathered information from various sources including the 2016 Pelham Community Church survey, interviews from outgoing and current members of the Ministry Staff, feedback from the congregation and Church Council as well as ongoing guidance from our representatives from the Presbytery.

As a result of this process we have determined the following to be characteristics and qualities most desirable in our Minister:

- Is Christ - centred in both personal life and ministry
- Has a deep and sincere faith in God
- Demonstrates a deep love for God
- Has a strong knowledge of scripture and mindful of the importance of using scripture as the foundation of all teaching
- Respects the importance of maintaining our unique culture as a “Family of Faith”
- Is mindful of the existing strengths of our church and able to build upon them
- Is able think creatively and strategically to grow awareness of the services that the church has to offer in the community
- Is able to work with a varied demographic
- Is able to work as a leader, team builder and collaborator
- Is a people-person with a keen sense of humour
- Embraces the importance of social media as a valuable communication tool
- Supports and promotes our Vision, Mission and Values

**Current Paid Staff**

Current	Hours
Ordered Minister	Full-time paid position
Child and Youth Ministry Coordinator	Full-time paid position
Director of Music	Part-time paid position
Office Administrator	Part-time paid position
Cleaner	Part-time paid position

**Other Standing Committees**

- Ministry and Personnel
- Property
- Finance
- Spiritual Oversight
- Christian Education and Development
- Mission and Outreach
- R.I.O.T. (Reaching In and Out Together) Committee