

**Transition Team's Recommendation for
a new Model of Ministry for Kanata United Church**

We recommend:

- 1 Full-time (FT) Ordained Minister and 1 Part-time (PT) Diaconal or Designated Minister, each with specific Primary and Secondary areas of responsibility
- The FT Lead Minister will provide overall spiritual leadership for the congregation of Kanata United Church and the larger community it serves, with a focus on Worship, Faith Development and Learning, and Pastoral Care
- The PT Minister will provide leadership and direction in Faith Development and Learning for the children and youth of the congregation and for our Reaching Out programs (our faith-in-action)
- As an integral part of this Model of Ministry, we will need to continue to develop and enhance the involvement and skills of our Lay Leadership in the congregation's many programs and activities.

The two charts below define these areas of responsibility & the skills for the 2 new Ministry staff:

FT = Full-time PT = Part-time Pr = Primary area of resp. Sec = Secondary area of resp.

Recommended Areas of Responsibility:

FT Minister	%/hr	PT Minister	%/hr
Worship (Pr) <i>Overall planning of worship structure, sermons, sacraments, music coordination with Music Director, weddings, funerals, lay involvement. Attend Worship Cttee meetings. Develop lay leadership in this area.</i>	30% --- 12 hrs	Worship	
Faith Development & Learning (Pr) <i>Coordinate Christian Development programming, study groups, special speakers / events. Oversee embedding of Faith Development and Learning within the life and work of the church. Develop lay leadership in this area.</i>	15% --- 6 hrs	Faith Development & Learning (Pr) <i>Plan and coordinate Christian Development for children / youth, Church School programs and curriculum, confirmation classes. Support involvement of children and youth in worship. Attend CD meetings. Develop lay leadership in this area.</i>	45% --- 9 hrs
Pastoral Care (Pr) <i>Respond to crisis / urgent needs, short-term counseling with referrals as appropriate, hospitals, long-term care facilities, shut-ins, telephone visitations. Attend Pastoral Care Team meetings. Develop lay leadership in this area.</i>	20% --- 8 hrs	Pastoral Care	
Reaching Out (Faith in Action) (Sec) <i>Support Outreach / Mission and Service / community involvement, Hospitality and fellowship /social programs. Attend as appropriate related group /cttee meetings. Develop lay leadership in this area.</i>	5 % --- 2 hrs	Reaching Out (Faith in Action) (Pr) <i>Reach out to young families and welcome new members. Support community involvement / social programs. Support and nurture Outreach /Mission and Service. Attend Related group /cttee meetings. Develop lay leadership in this area.</i>	30% --- 6 hrs
Stewardship (Sec) <i>Help identify / mentor lay gifts and talents and make connections to increase congregational awareness / participation. Help lift up relevant social action / justice issues. Attend related cttee meetings. Develop leadership in this area.</i>	5% --- 2 hrs	Stewardship	

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Administration (Pr) <i>Coordinate with other staff, staff team development, long-term planning. Board meetings.</i>	10% --- 4 hrs	Administration (Sec) <i>Participate in / support staff team development. Board meetings as appropriate.</i>	10% --- 2 hrs
External Relationships (Pr) <i>Presbytery / Conference / General Council and relevant external community involvement</i>	5% --- 2 hrs	External Relationships (Pr) <i>Presbytery / Conference / General Council and relevant external community involvement</i>	5% --- 1 hr
Professional Development / Cont. Educ. (Pr) <i>Proactive involvement in opportunities for personal / professional / spiritual growth and skills development</i>	10% --- 4 hrs	Professional Development / Cont. Educ. (Pr) <i>Proactive involvement in opportunities for personal / professional / spiritual growth and skills development</i>	10% --- 2 hrs

Recommended Required Attributes and Skills:

FT Minister	PT Minister
Ordained Minister, with academic credentials recognized by UCC	Diaconal or designated minister qualified through appropriate experience, education and discernment for specified role as recognized by UCC
Strong understanding of Christian faith, with a progressive theology compatible with that of KUC; grounded in Biblical history as well as contemporary Biblical scholarship	Strong understanding of Christian faith, with a progressive theology compatible with that of KUC
Superior skills in communication, organization, preaching	Skills in communication, organization, and implementation
Proven skills in encouraging faith development for all ages	Proven skills in encouraging faith development for children and youth
Proven skills in teaching / mentoring; supportive of openness and questioning	Skills in teaching / mentoring of children and youth; supportive of openness and questioning
Proven skills in pastoral care /counseling, interpersonal skills, sensitivity, and confidentiality	Proven interpersonal skills, sensitivity, and confidentiality
Skills in identifying peoples gifts / talents and facilitating lay involvement in the life and work of the church	Skills in facilitating involvement and growth in programs of "reaching out" and service to others
Proven skills in team management at the congregational level, and within the wider church	Proven team-work skills
Leadership in facilitating strategic planning and strengthening the congregation's direction with its intentional focus on FD&L; facilitate system and process analysis; able to be a "change agent" with sensitivity to important traditions	Experience in leadership within a volunteer network
Able to lead in an environmental culture of capable lay leaders; able to recognize, inspire and utilize the talents of the congregation	Able to recognize, inspire and utilize the talents of the congregation, particularly of children and youth
Enthusiasm for life-long learning	Enthusiasm for life-long learning
<i>Full-time with commensurate salary / benefits</i>	<i>20 hrs / wk with commensurate salary / benefits</i>

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Underlying Factors and Assumptions:

- FT means 40 hours a week and the PT is assumed as 20 hours per week. The reduced hours of ministerial staff still provide flexibility, yet allow for future scaling up, if required, as we work with and expand our new intentional focus on Faith Development and Learning over the next few years.
- This model supports two Sunday services, with the early service currently being a scaled-down version of the later service, yet also allows for increased future diversity in forms of worship, as indicated.
- Meeting the Pastoral Care needs of the congregation (an ageing demographic, family stresses during difficult economic times, etc) remains a high priority, and will require building on and working closely with our lay Pastoral Care Team to strengthen and develop that ministry.
- The congregation will be prepared to accept an increased role for lay leadership in areas like pastoral care rather than relying as heavily on the Minister
- We will be able to develop leadership skills among lay people who will take on continuing and new leadership roles.
- The FT Minister will be less involved in attending various Committee meetings.
- The actual designation of the PT Minister will need to be determined in consultation with Presbytery. He/she would be recruited within 2-3 months after the FT Minister in order that the FT Minister can meet the applicant during the final selection process and to ensure a good match in respective skills and attributes.
- We will be successful in finding both FT and PT staff who have these stated skills / abilities, and who wish to answer our call.
- We will be able to maintain adequate financial support for this model, which suggests potential increased Administrative Office support (budget implications).