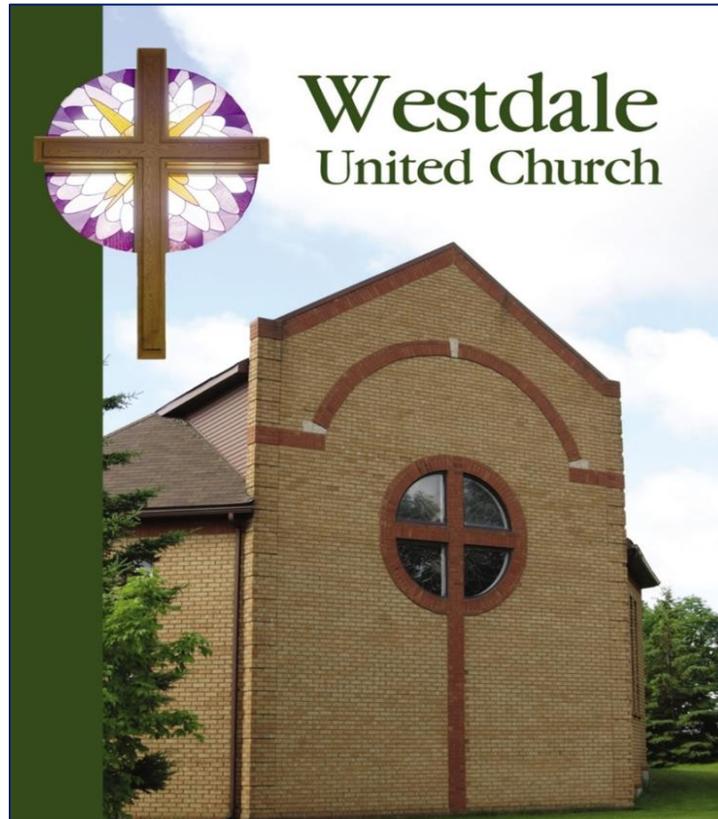
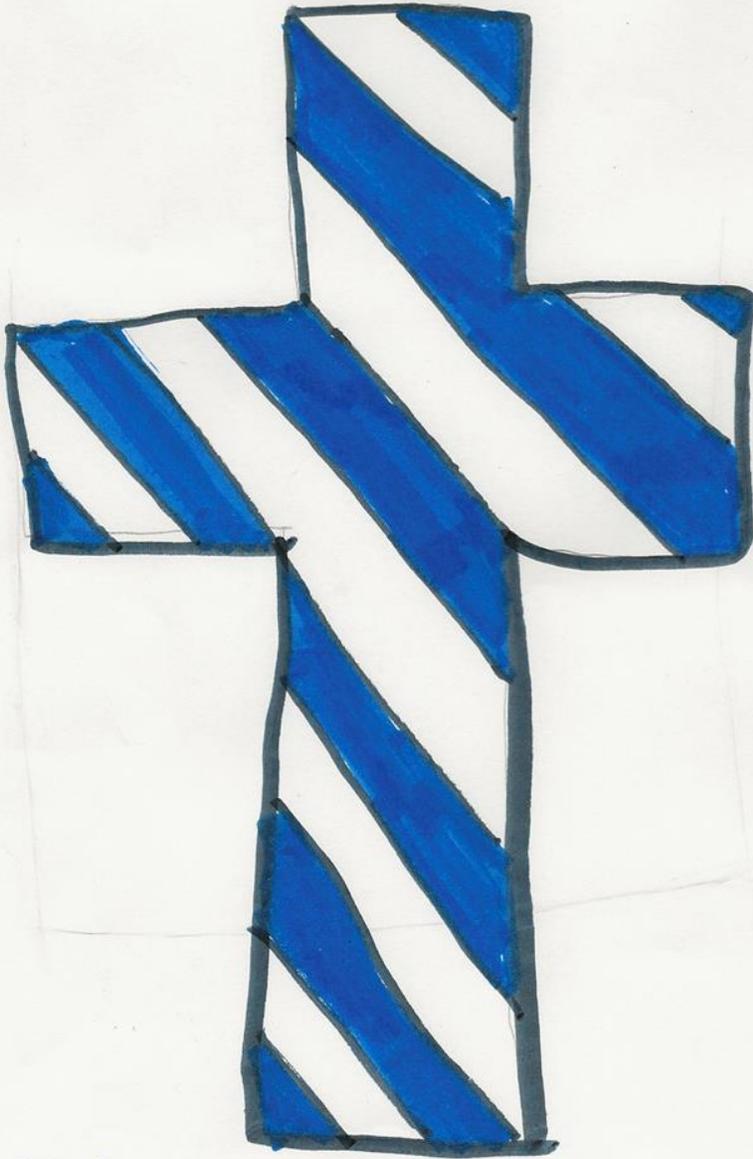


Westdale United Church (Peterborough, Ontario)



Community of Faith Profile 2020

WELCOME TO
WESTDALE



Your Going to love it here ♡ Hannah

CONTACT INFORMATION

Church Address: 1509 Sherbrooke Street,
Peterborough, Ontario. K9K0E6

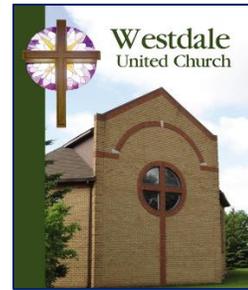
Phone: (705) 743-9911

Office Email Address: admin@westdaleunitedchurch.com

Minister's Email Address: minister@westdaleunitedchurch.com

Church Website: www.westdaleunitedchurch.com

Peterborough Website: www.peterborough.ca



*Prospective Ministers...
check out our Position Description on the
United Church of Canada ChurchHub*

Sending us an Application?

*Please forward your cover letter and resume to the
Chairperson of the Westdale Minister Search Team*

Stephanie MacDonald

westdaleucsearchteam@gmail.com

Direct any questions to the Chairperson above by email or call:

705-748-9687



Westdale United Church Community of Faith Profile

Our Living Faith Story

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Our Living Faith Story

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-Posted on United Church of Canada ChurchHub as well as available by contacting westdaleucsearchteam@gmail.com



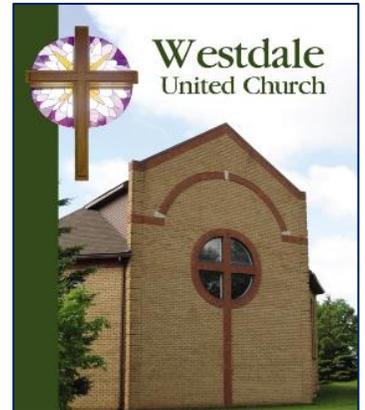
COMMUNITY OF FAITH PROFILE and RECRUITMENT TEAM

Team Members

The congregation of Westdale United Church thanks the Community of Faith & Recruitment Team for their commitment and diligent work in developing this Community of Faith Profile.

The Team now eagerly moves forward to the next step in the journey... recruitment and a recommendation to call a new minister!

Stephanie MacDonald (Team Chair)
 Mary-Lynn Koekkoek (Team Vice-Chair)
 Caroline deHaan
 Karen Earle
 Kim Fenton
 Ross Fitchett
 Bonnie Henson
 Shelby Hosick
 Paul Mitchell
 Ian Moffat
 Sharla Trudell



Ad Hoc Members

Girv Devitt (Unified Board Treasurer)
 Ashley LeBel (Unified Board Chair)
 John MacDonald (Lay Worship Leader)
 Kathy McDermid (Chair of Board of Trustees)
 Rev. Bev Sumbler (Westdale's Minister)

Each of you should give what you have decided in your heart to give, not reluctantly or under compulsion, for God loves a cheerful giver. And God is able to bless you abundantly, so that in all things at all times, having all that you need, you will abound in every good work.

2 Corinthians 9: 6-8

DEVELOPING OUR PROFILE & LIVING FAITH STORY

1. INTRODUCTION:

The Community of Faith Profile Team presents within this document: who we are, what we currently do, what is important to us, what resources we have and our ministry needs.

The development of this Profile was built on the commitment to actively engage and provide current, honest and inclusive information from congregational members, including our children and youth. Westdale folks' opinions, needs and wishes are paramount in the search for our new minister.

The Team pursued their task of gathering information, through a variety of strategies including; a comprehensive (11 page) congregational survey (adults, youth and children), focus group discussions with committees and individual chats with staff and our retiring minister. (It is worthy to note that 162 surveys were distributed, 88 were returned, representing 54% response.) This is surely indicative of our members' investment in Westdale's future. In all of the steps in developing this Profile, the Team gave thoughtful consideration and discernment as to where the Lord is leading us.

“As a Christian Community, we seek to honour God and to care for one another daily. We are called to live our faith and to grow spiritually by learning and applying the teachings of the scriptures.”
(Westdale's Mission Statement)

Westdale United Church is a community of faith that welcomes people regardless of age, gender, orientation, race, physical or intellectual abilities. We are seeking a new full-time minister who will enthusiastically join us as together we advance our spiritual journey.

We are blessed with abundant gifts at Westdale. These gifts require the energy and passion of a spiritual leader who will nurture and challenge our committed and caring congregational members and staff, in our journey. While honouring Westdale's traditions, our new Minister will guide and help us adapt to the many new realities around us.

2. WELCOME TO WESTDALE – A VIDEO WALK-ABOUT

We hope you enjoy a visual glance of Westdale United Church in this video. We are proud of such highlights as; an outdoor electronic sign, solar panelled roof, metal roofing, paved parking lot, an accessible/one level building, numerous meeting rooms, a large gym style hall, a quiet Serenity Room, fully-equipped kitchen, spacious minister's and administrative assistant's offices, a new sound system, and PowerPoint projection capabilities in our beautiful, tastefully decorated, sanctuary.

Additionally, we are excited about the future possibilities regarding our church property. Westdale is located on seven and half acres of land of which three and half acres have been declared as surplus land. Currently, discussions look promising for the development of the surplus land to accommodate seniors' apartments. Profits that could result from this proposed sale, will support the possible creation of mission related activities.

***click this Ytube link for a Walk-About of Westdale
<https://youtu.be/HqjP-pcVFCI>

3. THE HISTORY of WESTDALE UNITED CHURCH

The genesis of Westdale United Church began with a "pilot project" from Easter 1982 until the end of June 1982, when Rev. Barry Day of Trinity United Church, Mrs. Josephine Mewett (a member of his congregation) and Mrs. Diana McLeod, Trinity's organist, conducted services in Kawartha Heights school, which is located in our current church's neighbourhood. Six couples who lived in the area assisted with the pilot and hence, became foundational members of Westdale.

The pilot project was successful and it appeared that there was sufficient interest to warrant a "mission project". With the approval of Peterborough Presbytery and under the supervision of Rev. Cameron Reid, meetings were held over the summer months. During these meetings the church name was chosen, the services of a retired Minister, Rev. Frank Whiteley, were obtained, the school auditorium (for worship) and one classroom (for a nursery), were rented at Kawartha Heights School for the following year. The first service was held on the Sunday after Labour Day, 1982. The congregation was constituted on February 27, 1983 with 101 members. The land for the church was purchased in February 1984.

In September 1984 the church moved to Crestwood High School, Rev. Whiteley retired and Rev. Dan Yourkevich became Westdale's first full-time Minister. An office was rented in Brealey West Shopping Center.

In June 1987 construction of a new church, at our current location, started with work crews from the congregation working along with the construction crews. The church was officially opened and dedicated January 17, 1988. In June of 1988, Rev. Dan Yourkevich advised the congregation he would be leaving Westdale at the end of August to allow sufficient time to search for, interview and issue a call for a new Minister. Rev. John Sloan was called to serve as an interim Minister.

In July 1989, Rev. Joan Henderson, accepted a call and ministered to the congregation until her untimely death in December 1995. Rallying from the trauma of this sad experience, the congregation was served during the months of January to October 1996 by Rev. Bradley Weeks and Rev. Louise Graves. In November of that year, Rev. Brad Weeks covenanted with the congregation to become Westdale's third full-time Minister.

Rev. Bradley Weeks served as Minister from October 1996 until October 2013. The congregation was served by John MacDonald, layperson, for an interim period from 2011-2014. During that time, Rev. Don Genge and Rev. Verna Windrem supported Westdale with pastoral care, Communion services and attendance at Unified Board meetings. Rev. Alan Rush then served as Supply Minister during 2014 until the call in January 2015 of our current Minister, Rev. Beverley Sumbler, who is retiring December 2020.

4. DEMOGRAPHICS and the PETERBOROUGH COMMUNITY

Westdale United Church is located in the west end of Peterborough, Ontario, 125 kilometers northeast of Toronto and about 270 kilometers southwest of Ottawa. This beautiful city of approximately 85,000 is on the Otonabee River in Central Ontario.

We respectfully acknowledge and are grateful, to have our place of worship reside on the South East Ontario traditional territory of the Haudenosaunee and Anishnawbe peoples.

The specific statistical details of our church's demographics and financial accountability is found further on in this Profile, in the Financial Viability Review and 2019 Statistical Summary.

The well-kept and attractive Westdale neighbourhood, includes mainly single-family homes as well as four retirement residences within walking distance. Sir Sandford

Fleming College is nearby and four elementary schools and one secondary school are also in close proximity of Westdale.

Lansdowne Street, a main thoroughfare in Peterborough is a five-minute drive from our church and it has numerous restaurants and commercial businesses, making the neighbourhood accessible by local bus transportation and commercial taxi.

It is important to recognize that a new minister coming to Westdale might be making a significant location and lifestyle change. It is therefore understandable for a Minister to not only consider why the Lord is guiding them to consider being the spiritual leader of Westdale United Church, but why is Peterborough a desirable city in which to relocate?

Peterborough is a community that is vibrant, has natural beauty and is a favoured and growing community, surrounded by lakes, rivers and beautiful countryside. It is considered to be in prime cottage country and in a January 2020 Readers' Digest article, Peterborough was voted to be one of the top ten cities in Canada in which to raise a family! Other highlights that make our community unique, include:

- affordable housing in both urban and suburban settings
- community assets such as museums, theatres, galleries, numerous restaurants, enviable music scene and entertainment
- arts, culture and recreation are well established pillars of the community
- health care is readily available having the largest regional hospital between the Greater Toronto Area (GTA) and Kingston/Ottawa and Peterborough boasts Ontario's first Family Health Team model of physicians
- educational institutions include Trent University, Sir Sandford Fleming College, Seneca College's aeronautics flight school, and many public, separate and private English and French schools and nursery school programs
- minor sports, youth and adult recreational sports of all kinds supplement many high-level competitive sporting teams, all using a variety of recreational outdoor/indoor facilities, gyms and arenas

Why do we exist as a community of faith? Where is God leading Westdale as a community of faith? How might a new Minister guide us to embrace and enhance our Living Faith Story?

Our Living Faith Story begins by sharing who we are and our hopes for the future. This will be a future whereby our new Minister will help us to continue to create our living faith story with compassion, relevant evangelism, optimism and determination.

With God's guidance and faith in us, Westdale's congregation and new Minister will work together to nurture, value and respect our traditions, while learning to accept a new normal of meeting the emerging needs of all ages and stages of members, in a world that is truly unpredictable and often, challenging.

5. ADMINISTRATION

"Your talent is God's gift to you. What you do with it is your gift back to God."

Leo Buscaglia

The current level of administrative support from staff, Unified Board, Board of Trustees, volunteers and various committees, contributes significantly in assisting the minister. Specifically, administrative support includes:

- supportive paid positions: an Administrative Assistant/Christian Education Co-ordinator, part-time Organist & Choir Director, part-time Youth Leader, part-time Nursery Care Helpers, part-time Custodian
- Unified Board; made up of 18 volunteers who meet monthly from September to June, supports development and presentation of Annual General Meeting held in late winter
- technology support; provided to Minister with dedicated personal laptop and printer, dedicated computer and printer in church office for Administrative Assistant, high-speed internet access and wi-fi throughout the church, electronic roadside sign, church website, state of the art Audio/Visual booth and electronic screen for PowerPoint presentations, in the sanctuary to support Sunday and special services
- variety of volunteer groups which operate with consistency and transparency, as identified in the Unified Board's newly created Roles and Responsibilities Handbook (2020); the Minister is an ad hoc member of

the following Divisions, Committees and Teams: Event Co-ordination, Finance, Giving Team, Membership, Mission & Outreach, Property, Worship, Ministry & Personnel, Pastoral Care

Future Administrative Enhancements:

Feedback from the recent congregational survey suggests that the Unified Board consider creating a position for a “Communication Co-ordinator” to support the Minister and Admin. Assistant by overseeing Westdale’s website, social media presence, creation of a regular newsletter and ongoing communication to the membership.

6. COMMUNITY OUTREACH and SOCIAL JUSTICE

“Learn to do good; seek justice, correct oppression; bring justice to the fatherless, plead the widow’s cause.” Isaiah 1:17

The Community Wellbeing Plan initiated by the City of Peterborough in 2018, set out to improve the quality of life for its citizens in the city, county and in nearby Curve Lake and Hiawatha First Nations. This plan underlines the need for Westdale United Church and others, as compassionate disciples of Jesus, to assist in whatever means possible.

Westdale has engaged in outreach and social justice endeavours such as:

- collected items for the local One Roof and Kawartha Food Bank
- volunteered to help prepare and serve at One Roof dinners
- supported the Youth Emergency Shelter
- donated to local Habitat for Humanity builds
- organized the “Bags of Love” campaign, filling Christmas gift bags for various shelters and organizations in Peterborough
- provided on a regular schedule, meeting space for local Girl Guides and Scouts
- hosted special speaking engagements and raised funds on those occasions for Heads Up for Inclusion and Opioid Crisis
- created a small start-up group to learn more about First Nations peoples

- entered into an agreement to facilitate support for a young refugee with another faith community

Westdale's Mission & Outreach Committee contributes every second Sunday to provide the congregation with readings and information about Mission and Service givings in Canada and abroad. It is noted that Westdale for many years has annually contributed close to \$15,000.00 to Mission and Service.

Future Community Outreach and Social Justice Enhancements:

According to our congregational survey, there is a favourable understanding of Mission & Service.

Input suggests exploring how to support such local outreach needs as; fostering connections to nearby Long-Term Care facilities, homelessness, mental health issues, New Canadians and issues of Black Lives Matter, LGBTQ+ and First Nations reconciliation

7. DENOMINATION and COMMUNITIES

“In the same way, let your light shine before others, so that they may see your good works and give glory to your Father who is in heaven.” Matthew 5:16

As a relatively young church, Westdale has been able to sustain itself and grow during its thirty-seven year existence, despite national and local trends to the contrary.

Westdale connects to other local United Churches and beyond by:

- supporting their activities through posting of announcements in our Sunday bulletins
- having our Minister participate in local United Church Ministers' group
- ensuring there are elected members to Regional Council (where applicable)
- participating in United Church East Ontario Regional Council meetings, directives and activities (i.e. Remits)
- collaborating with other churches for some events (i.e. Christmas Cantata)

Future Denomination and Community Enhancements:

We recognize that this is an area for critical examination, growth and involvement. Suggestions might include; participating with other churches for joint services (i.e. Cantata), supporting combined outreach efforts with sister United Churches and connecting in meaningful ways with churches of other denominations and faiths.

8. FAITH FORMATION AND EDUCATION

“But the Helper, the Holy Spirit, whom the Father will send in my name, he will teach you all things and bring to your remembrance all that I have said to you.” John 14: 26

A very active committee attempts to provide congregants of all ages, opportunities for spiritual faith formation and education. To that end, the Events Co-ordination Committee facilitates and provides a balance and wide variety of events and activities throughout the year, many of them being open to the community beyond Westdale. There are three specific areas of focus for this growth and learning:

- *Spiritual...*which includes such activities as; Bible study groups, Faith Chats, video Bible study etc.
- *Social...*which includes such activities as; Theatre trips, Family Movie Nights, Card Night, badminton, nature walks etc.
- *Learning and Leisure...*which includes such activities as: special guest speakers on topics like; Alzheimer’s, Men’s Health, Seniors’ downsizing, Medically Assisted Dying etc.

In addition to the above, the Christian education of our children and youth is paramount. The Unified Board continues to financially support a paid Christian Education Co-ordinator who is responsible for programming for the Kids’ Club and our Youth Group.

Additionally, an Education Youth Leader was recently hired to support the Youth Group in their faith education each Sunday, as well as providing them with planned social, spiritual discussions and leadership activities every two weeks.

Parents with babies and toddlers feel comfortable leaving their young children during Sunday services with our Nursery Care helpers, in a bright, well-equipped nursery.



A Note from our children and youth

There were fifteen responses to the recent survey designed specifically for Westdale's children and youth. That input indicated they enjoy attending Westdale together and appreciate the fun atmosphere while focusing on learning Bible stories and more aspects of faith.

While the younger children prefer some time sitting at the front with the Minister during the Sunday service, the youth are interested in exploring other opportunities to engage with the Minister.

Overwhelmingly, the children and youth are eager to welcome the new Minister and hope they continue being an important aspect of our community of faith. The following survey question, asked specifically of our children and youth, prompted these responses.



"What might the new Minister need to know about Westdale or about you?"

"I would like the new Minister to know that they are welcome to Westdale and that we all can't wait to meet them!"

"They should know that we are a very friendly community."

"I think they might be able to know about the older people but us kids are different!"

"We like to have fun and laugh!" "Westdale is filled with nice people."

Future Faith Formation and Christian Education Enhancements:

The Events Co-ordination Committee recognizes the ongoing need for new committee members with “fresh” ideas and energy, to sustain their excellent planning and implementation of the Spiritual, Social and Learning & Leisure activities.

Additionally, the Kids’ Club and Youth Group always seek to have more children. The intention is to examine ways to meet the challenge of gaining new, younger families and children to join Westdale.

9. LEADERSHIP and GOVERNANCE

*“Be sure you know the condition of your flocks,
give careful attention to your herds;
for riches do not endure forever,
and a crown is not secure for all generations.”*

Proverbs 27: 23-24

The leadership at Westdale might be described as “traditional leadership” emanating from the Minister as the focal point. However, leadership is shared by many dedicated volunteers, the Unified Board, lay readers, greeters, servers, committee chairpersons, Division/Committee/Team members and lay persons who conduct worship in the minister’s absence.

The congregational survey indicated that the Unified Board appears to be meeting the needs of our community of faith and doing an effective job. The recently published Roles and Responsibilities Handbook (posted in document section of ChurchHub), provides consistent and concise expectations for Divisions, Committees and Teams with respect to such leadership aspects as:

- clear description of Divisions, Committees and Teams purpose
- relationship with the Unified Board
- budget and terms of office
- accountability (i.e. administration of and submission of budget proposal, annual report submission etc.)
- recognizes ex officio members if applicable

The Unified Board demonstrates democratic leadership and is not seen just as a “rubber stamp” of issues. The Board regularly exhibits effective problem solving, sharing and respect for all opinions. There is a willingness to take appropriate risks in terms of challenging existing or new ways of doing the work of the church.

Westdale leadership regularly aligns with governance requirements of the United Church of Canada directives and resources. It ensures that our community of faith lives in a covenant relationship with the East Ontario Regional Council. As Committees’ terms of reference evolve for leaders and/or new staff are hired, new persons to vacated positions are made aware of governance requirements and applicable policies, guidelines and job descriptions.

Additionally, it is noted that the leadership by the Ministry & Personnel Committee provides a significant role in supporting the minister and other church staff. Each staff member has an M & P member assigned as their “contact”, to facilitate effective communication, understanding of job description and conducting of annual reviews and evaluations.

Future Leadership Enhancements:

Although leadership at Westdale is definitely a notable strength, it has been suggested that providing lay leaders with some leadership training would enhance this valuable asset, (i.e. tips for chairpersons, meeting protocol, planning, consensus building, implementation of reviews/evaluations of staff etc.). Also, the engagement of new members to leadership positions is an ongoing challenge.

10. PASTORAL CARE

“Who comforts us in all our tribulation, that we may be able to comfort them which are in any trouble, by the comfort wherewith we ourselves are comforted of God.”

2 Corinthians 1: 4

Pastoral care is integral to the well-being of all ages and stages of congregational life. However, pastoral care is not just the work of the Minister, but the work of the whole congregation, as well as a strong Pastoral Care Team, which includes the minister and

several trained volunteers. Pastoral care provides emotional, social and spiritual support for our community of faith members.

Pastoral care is particularly appreciated at times of crisis, as well as being the mechanism for communicating to the Minister, members' pastoral needs. The Minister is the specifically trained pastoral care leader who provides counselling, crisis and chronic illness support. Westdale's Pastoral Care Team provides support to our community of faith members through a variety of strategies, including:

- hospital visits
- home visits
- Prayer Shawl ministry
- notes/cards and phone contacts

Future Pastoral Care Enhancements:

Pastoral care efforts at Westdale are generally effective and meet the needs of members, however suggestions have been provided to consider some growth and change within the pastoral care model. Some ideas include; transportation to services, education of volunteers relative to dementia, mental health issues and internal communication to congregation of members who are ill or experiencing difficulties.

11. SELF-CARE

“Pay careful attention to yourselves and to all the flock, in which the Holy Spirit has made you overseers, to care for the church of God, which he obtained with his own blood.” Acts 20: 28

Westdale is a community of faith that cares for one another and provides a sense of belonging and inclusion. Our motto states that Westdale United Church is a “Warm place to find yourself”. Through a wide variety of activities for adults and families, this accepting and belonging feeling is achieved.

Kudos to the Events Co-ordination Committee (see page 14, Faith Formation and Education), which plans and facilitates numerous opportunities for relationship building among members in Spiritual, Social and Learning and Leisure activities.

Volunteers eagerly care for members and/or for the physical building in such ways as:

- Spring Cleanup outside and inside:
- coffee time is available following Sunday services
- greeters engage with members upon arrival
- lay people assist with worship when minister is away
- indoor plants are watered and gardens tended to
- the church is decorated for seasonal and special occasions
- Pastoral Care Committee and Prayer Shawl Committee ensure positive cards/telephone calls and shawls are given to those in need

Attention is given to the Minister's self-care by supporting professional development, personal study leave and encouraging a balance between family and work life.

Future Self-Care Enhancements:

Feedback from members suggest exploring strategies that will support their self-care, such as; offer more convenient times for seniors to attend presentations/programs, promote members' achievements, celebrations, examine new strategies to have members welcome and interact with newcomers, explore inter-generational activities for our Seniors and Youth.

12. WORSHIP

*“Lord, you are my God;
I will exalt you and praise your name,
for in perfect faithfulness
you have done wonderful things,
things planned long ago.” Isaiah 25: 1*

Westdale's current practice is to have a traditional lectionary-based worship service on Sunday at 10:30 am. A typical service usually will include:

- prelude, choral prelude, welcome, indigenous land acknowledgement, lighting of the Christ candle, opening hymn, choral response, call to worship, opening prayer, Kids' Club conversation with the minister, prayer of illumination, scripture readings, choir anthem, soloist or guest musician, sermon/message/reflection (approx. 20 minutes in length), responsive hymn, prayers of the people, work of the people, invitation to offering, offertory doxology, offertory prayer, closing hymn, sending out/benediction, choral blessing, postlude
- the children and youth leave the sanctuary with the Education Co-ordinator and Youth Education Leader, following the Kids' Club conversation with the Minister
- a choir of 15-20 members is led by a paid Organist & Choir Director who offers music on the organ and piano
- the Choir enthusiastically supports special services with unique and new music selections (i.e. Christmas, Easter etc.)
- prior to Christmas, the choir for years has traditionally performed an entire service dedicated to a Cantata production (the choir is joined by several congregational and community volunteers for this special presentation)
- for the past two years there has been a "Shake it Up Sunday" worship which has proven positive
- Voices United and More Voices are hymn books used
- the Worship Committee plans two "Minute for Mission" (United Church Mission Services) presentations each month
- all services are supported by a PowerPoint presentation which provides the sequence of the service and text for hymns and prayers
- the new sound system is a well received technology upgrade



Future Worship Enhancements:

Recent input from the congregation and other focus groups indicates that worship services include:

- a relaxed use of the lectionary
- worship messages that connect worship and current life experiences and events
- a selection of familiar old and new hymns
- singing in Sunday services and sharing with Seniors in retirement/long term care homes, a variety of familiar carols leading up to Christmas
- musical guests, instruments

13. COMMUNICATION

“So then let us pursue what makes for peace and for mutual upbuilding.” Psalm 14: 19

“Profiling” or getting Westdale United Church well known in our community is important for encouraging people to join our faith community, to participate in regular or special worship services, events and activities and/or to access our numerous and varied rental facilities.

Communication about what is happening at Westdale and what we have to offer must be timely, consistent, and effective.

Sometimes communication might be of an *internal nature*, meaning it is just intended for our faith community. Other *external communication* may be relevant and very much desired to be available to the community at large. Regardless of the focus of the communication, we need a Minister who is skilled in clear, and concise communication of all kinds.

We want our Minister to join with our volunteers, in being *a visible and recognizable communicator* of Westdale’s messages, activities and amenities, beyond Sunday worship.

Currently, several strategies for communication include:

- church bulletin announcements
- worship service PowerPoint announcements
- email distribution to members
- church website
- Facebook page
- electronic road sign
- free and paid for newspaper/radio advertising as appropriate

Future Communication Enhancements:

Feedback from our congregation, has been complimentary as to the general effectiveness of our communication strategies. It has been suggested, however that there is a desire for improved communication with regard to the enhancement of existing strategies as well as several new ideas. Consideration to have a "Communication Co-ordinator" may be a pathway to reaching such improvements.



14. FINANCIAL VIABILITY REVIEW – STATISTICAL DATA

FINANCIAL VIABILITY REVIEW

Community of Faith: Westdale United Church

Date created: October 2020

1. Do your expenses exceed your revenues?

Year	Revenues	Amount given through envelopes	Amount given through PAR	Expenses	Do expenses exceed revenues? (yes/no)	Bank balance at end of year
Current year (Year to date Aug. 2020)	\$ 102,152.	\$ N/A	\$ N/A	\$ 118,213	N/A	\$ 9,712
One year ago 2019	\$ 191,294	\$ 70,000	\$ 60,000	\$ 197,290	Yes	\$ 5,786.48
Two years ago 2018	\$ 197,485	\$ 78,604	\$ 61,776	\$ 187,177	No	\$ 12,203.33
Three years ago 2017	\$ 202,982	\$ 71,621	\$ 65,523	\$ 203,984	Yes	\$ 11,780.47
Four years ago 2016	\$ 207,589	\$ 90,633	\$ 62,160	\$ 174,591	No	\$ 59,414.36
Five years ago 2015	\$ 193,256	\$ 75,247	\$ 70,330	\$ 167,421	No	\$ 17,549.24
Six years ago 2014	\$ 206,207	\$ 73,776	\$ 69,400	\$ 160,669	No	\$ 13,904.51

A recent financial statement should be appended to this document:

****Copy of 2019 Financials from the Annual General Meeting is attached.**

FINANCIAL VIABILITY REVIEW (continued)

2. Payroll Costs: At present we have the following paid staff:

Minister: 40 hours per week

Organist & Music Director: Flat rate of \$260./week (covers Sundays and Choir practices)

Administrative Assistant (Secretary): 22 hours per week

Christian Education Co-ordinator: 5 hours per week

Youth Leader: 5 hours per week plus 2 hours second week

Custodian: 10 hours per week

Cost of payroll: (\$ paid plus employer contributions (EI etc.) for everyone.

Current year 2019	One year ago 2018	Two years ago 2017	Three years ago 2016	Four years ago 2015	Five years ago 2014	Six years ago 2013
\$ 126,766	\$ 120,363	\$ 117,774	\$ 118,080	\$ 113,226	\$ 99,471	N/A

3. Have you experienced a deficit for more than two consecutive years in the last five years? **No.**

4. Are there any outstanding loans? **No** (Mortgage paid)

FINANCIAL VIABILITY REVIEW (continued)

5. Do utilities, maintenance, and repairs exceed 25 percent of revenues? **No**

Year	Utilities (power & water)	Fuel	Maintenance	Total	Exceeds 25% of revenues Y/N
Current year 2019	—	—	—	\$ 39,000	No
One year ago 2018	—	—	—	\$ 33,000	No
Two years ago 2017	—	—	—	\$ 27,550	No
Three years ago 2016	—	—	—	\$ 26,500	No
Four years ago 2015	—	—	—	\$ 28,500	No
Five years ago 2014	—	—	—	\$ 26,155	No
Six years ago 2013	—	—	—	\$ N/A	

6. How many contributors support your congregation?

Current year 2019	One year ago 2018	Two years ago 2017	Three years ago 2016	Four years ago 2015	Five years ago 2014	Six years ago 2013
N/A	162	156	159	165	156	162

7. How many contributors would you have in each age group this year?

-age ranges of contributors not available

-generally majority of contributors would be 50 plus years

8. Is there a reliance on a few generous contributors where 50 percent of the revenues come from one or two contributors? **No**

FINANCIAL VIABILITY REVIEW (continued)

Contributors and Givings:

Annual giving	# of givers: Current year	One year ago 2018	Two years ago 2017	Three years ago 2016	Four years ago 2015	Five years ago 2014	Six years ago 2013
\$0-\$100	N/A	27	21	19	18	21	24
\$101-\$500	N/A	44	47	44	33	34	41
\$501-\$1,000	N/A	38	33	43	37	33	35
\$1,001-\$5000	N/A	53	21	18	37	27	28
\$5001+	N/A	—	—	—	—	—	—

9. Have you taken part in a stewardship project (campaign) in the past two years? **Yes**

- ✓ Letters to congregation when we have the need
- ✓ Program and information presented at a congregational get-together at Annual General Meeting and in regular Sunday services

What were the results? **Modest response.**

Have you encouraged members, yearly or more regularly, to increase PAR givings? **Yes**

10. Please list any investments, special funds, and other monies your community of faith holds. What are the rules/restrictions around the use of those funds?

- a) Scotia McLeod Equities – funds are readily available as may be required (\$228,200)
- b) Memorials – (\$22,246.) – no restrictions
- c) Bequests – (\$96,903.) – no restrictions

WESTDALE UNITED CHURCH

**STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2019
(Unaudited - See Notice to Reader)**

	2019	2018
ASSETS		
CURRENT ASSETS		
Local bank account	\$ -	\$ 26,710
Prepaid expenses	6,356	6,244
Savings bank account	124,937	195,721
Taxes refundable	11,490	9,822
	142,783	238,497
Interest Bearing Investments	61,081	56,594
Other Financial Investments	169,660	156,968
	\$ 373,524	\$ 452,059
LIABILITIES		
CURRENT LIABILITIES		
Bank indebtedness	\$ 268	\$ -
Accounts payable and accrued liabilities	336	8,322
	604	8,322
NET ASSETS	372,920	443,737
	372,920	443,737
	\$ 373,524	\$ 452,059

WESTDALE UNITED CHURCH

STATEMENT OF OPERATIONS FOR THE YEAR ENDED DECEMBER 31, 2019 *(Unaudited - See Notice to Reader)*

	2019	2018
REVENUES		
Local offering	\$ 132,887	\$ 144,532
Mission & Service offering	14,635	15,932
Hall rental	15,902	15,610
Catering income	1,319	161
Fundraisers	16,070	6,799
Memorial fund	50	2,680
Solar	10,193	9,497
HST rebate	185	2,218
Investment income	53	56
	191,294	197,485
EXPENDITURES		
Mission & Service disbursement	14,635	15,932
Insurance	6,822	6,812
Presbytery levy	8,275	6,977
Office expenses	4,704	3,916
Professional fees	54	3,934
Repairs and maintenance	21,656	15,356
Telephone	1,794	4,805
Utilities	10,016	9,833
Ministry and personnel	122,705	113,817
Caretaker and janitorial supply	6,629	5,795
	197,290	187,177
(DEFICIENCY) EXCESS OF REVENUES OVER EXPENDITURES FROM OPERATIONS	(5,996)	10,308
OTHER EXPENSES (INCOME)		
Bequests	-	(160,473)
Major projects	82,021	-
Unrealized Loss/(Gain)	(17,179)	5,000
	64,842	(155,473)
(DEFICIENCY) EXCESS OF REVENUES OVER EXPENDITURES	\$ (70,838)	\$ 165,781

WESTDALE UNITED CHURCH

**STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2019**
(Unaudited - See Notice to Reader)

	2019	2018
NET ASSETS, as previously stated	\$ 443,737	\$ 277,956
Prior period adjustment	21	-
NET ASSETS, as restated	443,758	277,956
(Deficiency) excess of revenues over expenditures	(70,838)	165,781
NET ASSETS, END OF YEAR	\$ 372,920	\$ 443,737

WESTDALE UNITED CHURCH

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019
(Unaudited - See Notice to Reader)

1. **NATURE OF OPERATIONS**

Westdale United Church is a not-for-profit organization and operates as a place of religion.

2. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed below:

Accrual basis of accounting

Revenue and expenditures are recorded on the accrual basis of accounting under which they are recorded in the financial statements in the period they are earned or incurred respectively, whether or not such transactions have been settled by the receipt or payment of money.

(a) *Property, plant and equipment*

Capital assets are expensed.

BUDGET REVENUES	2019 Budget	2019 Projected	2020 Budget
Offering Local	\$145,000.00	\$133,000.00	\$135,000.00
Rentals	\$15,000.00	\$16,950.00	\$16,500.00
OTHER			
Catering	\$700.00	\$700.00	\$700.00
HST	\$4,957.60	\$9,876.70	\$5,500.00
Grocery Tapes	\$120.00	\$88.00	\$100.00
Fundraising	\$5,000.00	\$10,500.00	\$7,500.00
Solar	\$10,000.00	\$9,000.00	\$9,250.00
Additional Offering/Grant	\$0.00		\$0.00
Total Revenue	\$180,777.60	\$180,114.70	\$174,550.00
BUDGET EXPENSES	2019 Budget	2019 Projected	2020 Budget
Salaries, Honorarium & Benefits	\$126,766.00	\$122,000.00	\$130,866.19
Administration	\$5,500.00	\$6,300.00	\$6,000.00
Membership & Pastoral Care	\$500.00	\$125.00	\$300.00
Christian education	\$1,800.00	\$2,200.00	\$1,800.00
Outreach	\$1,000.00	\$800.00	\$700.00
Worship and Music	\$1,500.00	\$900.00	\$1,800.00
Property	\$33,300.00	\$39,000.00	\$36,000.00
Presb'y Assessment	\$8,276.00	\$8,276.00	\$8,400.00
Insurance	\$6,812.00	\$6,811.96	\$6,933.48
financial services		\$2,560.00	\$2,500.00
Accounting	\$1,500.00		
Miscellaneous & bank charges	\$300.00		
Offering envelopes	\$350.00		
CAPITAL PROJECTS	\$9,200.00	\$0.00	
major project			
Total Expenses	\$196,804.00	\$188,972.96	\$195,299.67
	-\$16,026.40	-\$8,858.26	-\$20,749.67
Total M&S Goal	\$ 15,000.00	15,000	\$ 15,000.00

FINANCIAL VIABILITY REVIEW (continued)

The covenant with a minister that you call is seen to be at least a three-year commitment. Show how you will be able to meet that commitment.

Observations:**Treasurer's observations:**

"Concerning how we will meet the obligation to pay a minister three years into the future, I would say that even during the Covid shutdown to this point, we have held our own based on offerings received. The loss of rentals and fundraising has been offset by a reduction in our overhead. To the extent that rentals and fundraising do not return, we will adjust to the extent possible our overhead and if needed tap into our substantial capital reserve fund which appears to exceed any anticipated capital repair and replacement expenses over the next several years." Girv Devitt (Unified Board Treasurer)

Recommendation:

Recommendation of search team, treasurer, and governing body (Westdale United Church Unified Board):

The Westdale United Church Community of Faith is viable to call a full-time ordained Minister for 40 hours per week, salary being commensurate with credentials, experience and specialized skills and in alignment with the guidelines set out in the United Church of Canada Minimum Salaries & Reimbursements for Ministry Personnel (2020).

POSITION DESCRIPTION FOR MINISTRY - Posted on United Church of Canada ChurchHub as well as available by contacting westdaleucsearchteam@gmail.com

POSITION DESCRIPTION

Position Title: Minister of Westdale United Church, Peterborough, Ontario

Position Profile: Full-time, solo ministry, 40 hours per week

Position Summary: Westdale United Church is seeking a full-time, ordained Minister. We are looking for a spiritual leader who will demonstrate an energetic, engaging preaching style, effective pastoral care skills and the passion to inspire, support and help grow, our community of faith's journey.

Our new Minister will lead Westdale, recognizing and valuing our traditions while sensitively leading with a mindset that accepts, balances and yet challenges, non-traditional needs of a multi-generational congregation.

Principal Areas of Responsibility and Associated Duties:

Administration

- is supported by a paid Administrative Assistant who works 20 hours per week, Monday to Thursday
- collaborates with a paid Christian Education Co-ordinator who works 5 hours per week
- provide Administrative Assistant with Order of Worship in a timely manner for preparation of the weekly bulletin and PowerPoint presentation
- liaise with Organist & Choir Director to plan weekly music program
- attend Unified Board Meetings, Worship Committee Meetings, and other meetings as required
- provide reports to Unified Board Meetings, including Annual Board Report

Community Outreach and Social Justice

- support existing community outreach projects and encourage the pursuit of new opportunities that will enable members to become more personally engaged in activities locally, nationally and globally

Continuing Education

- pursue personal, vocational and professional goals for continuing education in consultation with the Ministry and Personnel Committee in accordance with the United Church of Canada guidelines
- seek and participate in ongoing professional development for identified areas of growth
- collaborate with the Ministry and Personnel Committee regarding self-assessment, evaluation and goal setting
- act upon recommendations from annual performance reviews in collaboration with the Ministry and Personnel Committee and/or the Minister's liaison

Denomination and Communities

- represent Westdale United Church at East Central Ontario Regional Council events as necessary
- network and build professional relationships within the ecumenical community and take opportunities to profile and advocate for Westdale United Church, as appropriate

Faith Formation and Christian Education

- support and collaborate with the Christian Education Co-ordinator to ensure children/youth active participation and programming
- support the Events Co-ordination Committee in its goals of providing spiritual, social, learning and leisure activities and events for the Westdale faith community and beyond

Leadership

- promote Christian Education in a variety of formats and venues in a multi-generational context
- establish and sustain positive working relationships with church staff (i.e. Administrative Assistant, Organist & Choir Director, Custodian, Christian Education Co-ordinator)

- collaborate, support and mentor Christian Education staff and/or volunteers to support the Kids' Club, Youth Group and Nursery programs
- ensure that the needs for pastoral care are regularly and comprehensively provided through a planned, thoughtful, ongoing approach
- coach and mentor lay leaders to take responsibility within their specific roles
- delegate and share leadership appropriately
- encourage and support the training of committee members
- network with neighbours, community members and organizations to profile Westdale and identify outreach needs and/or to invite them to visit Westdale for worship, events and activities with hopes of cultivating new membership and relationships

Pastoral Care

- be comfortable visiting, as well as administering to those who are grieving, ill or distressed
- facilitate and nurture the education and work of the Pastoral Care Committee and individual pastoral care volunteers
- provide spiritual guidance for baptisms, weddings, funerals, personal counselling needs and support members who are home-bound, in hospital, in retirement homes or in long term care facilities
- facilitate connections and/or provide referrals to community resources and services as appropriate

Self-Care

- strive to maintain a healthy balance between the demands of our community of faith and personal needs
- set goals for ongoing self-care that include attention to physical, intellectual, emotional and spiritual well-being

Worship

- engage the congregation with energy through messages that are delivered with conviction, passion, and relevance, in a manner that challenges them to be reflective of the message in the context of their personal lives, spiritual growth, life experiences and everyday life events
- plan with the Worship Committee engaging and enriching worship services

- collaborate to create innovative worship experiences that are special and unique such as; outdoor, children's, Christmas etc.
- liaise with the Organist & Choir Director to plan inspirational music and choir participation which may include guest musicians, soloists or groups
- be comfortable with the appropriate use of props and technology to support worship services (i.e. PowerPoint)
- plan and provide regular services of Communion, Baptism and Confirmation
- encourage and promote lay involvement and leadership within worship services
- extend worship service opportunities during the week to neighbouring seniors' residences

Required Knowledge, Skills and Abilities

Our minister will be an authentic, compassionate and enthusiastic leader who will demonstrate the ability to:

- understand, embrace and promote diversity and inclusivity
- solve problems and make decisions in a thoughtful, resourceful way while being adaptable, flexible and a self-initiator
- be aware of and understand the impact of their own emotions/behaviour and recognize the emotions of others
- manage conflict with tact and diplomacy
- communicate effectively, verbally and in written form
- maximize the use of electronic media in daily functions as well as during worship
- interact with others in a positive and professional manner
- manage time and organize workload effectively and efficiently
- follow guidelines and expectations of the United Church of Canada, East Central Ontario Regional Council
- ensure that information from governance bodies is shared with the Unified Board, committees and/or congregation as appropriate
- build positive relationships, consensus and trust in order to promote harmony and spiritual good-will
- participate and nurture relationships within and beyond regular activities at church fundraisers, formal and informal events
- strive to identify and connect with visitors and potential new members

Other Preferred Assets

- have transferable skills from previous life/work experiences
- exhibit knowledge, skill and experience working with youth
- demonstrate proficient computer technology skills (i.e. PowerPoint, video)
- possess previous ministerial experience in at least one congregation

Terms of Agreement Profile Summary

In general, the terms of agreement are according to the United Church Manual and will be discussed in detail, prior to confirming acceptance of a Call to Westdale.

In summary:

- *Salary:* In accordance with the United Church of Canada "Minimum Salaries for Ministry Personnel". Consideration will be given to qualifications and experience.
- *Hours of Work:* The basic work week will be comprised of 40 hours per week with two days off each week.
- *Vacation:* At least one month's vacation each pastoral year.
- *Statutory Holidays:* as established by Federal and/or Provincial mandates
- *Study Leave:* Provision is made for three weeks and three Sundays each year
- *Sick Leave/Disability:* In accordance with the United Church of Canada guidelines.
- *Continuing Education:* Continuing education and resource allowance as per the United Church of Canada guidelines.
- *Travel:* Reimbursement is at least the minimum per kilometer rate set annually by the United Church of Canada guidelines. A log must be kept and submitted to the Ministry and Personnel Committee.
- *Staff Support:* Administrative Assistant's support is provided for 22 hours per week and music leadership is provided by part-time Organist & Choir Director.

Note: The Financial Viability Review is posted in the Community of Faith Published Content folder in the ChurchHub.