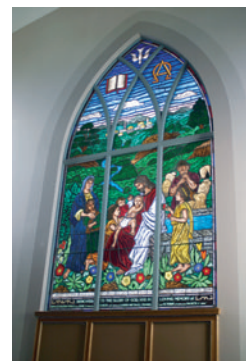



Joint Needs Assessment Committee (JNAC)  
Findings & Recommendations  
**2010**



st. john's  
UNITED  
CHURCH

Our Church	4
Requirement for Ministerial Personnel	4
Required Attributes of Ministerial Personnel	4
Working Relationships	5
Recommendations	5
Appendix 1 - Ministry Profile	6
Appendix 2 - Community Profile	7
Appendix 3 - Pastoral Charge Profile	9
Appendix 4 - Resources Profile	11
Appendix 5 - Position Guidelines	12





**G**enerous, energetic and sunny describe the friendly northern Alberta community of Bonnyville. Strong roots in agriculture and natural resources have built this economically diverse area. Centered within the Town of Bonnyville is St. John's United Church; a church shaped by nearly 100 years of dedicated service and Christian fellowship. St. John's is an open, accepting and friendly church community that is accessible to all and is continually striving to be more inclusive and inviting.

Following a one year maternity leave, our minister requested a change of pastoral relations; consequently, we have been led by pulpit supply and lay members. As a result of extensive personal interviews and surveys we are seeking a strong team leader to guide our faith journey, embrace our multigenerational congregation and help to reach the youth of our community.

We envision St. John's leadership to go beyond worship and extend to a very active community of volunteers and supporting networks. Thus, we place our trust in God that your faith footprint will call you to live and worship with the family of St. John's.



*"And you must love the Lord your God with all your heart, all your soul,  
all your mind, and all your strength." - Mark 12:30*

st. john's  
UNITED  
CHURCH

## ***Our Church***

Almost 94 years ago on October 31, 1916, Reverend John E. Duclos arrived in Bonnyville to begin the Presbyterian mission that resulted in L'Eglise St. Jean, or what is now St. John's United Church. He came in response to a call from a few French-speaking families of the area, who desired to worship in the Presbyterian manner and hear the gospel preached according to the Protestant point of view.

Services were initially conducted in French. The arrival of English-speaking merchants with the railroad and the amalgamation of the Methodists, Congregationalists, and Presbyterians affected this pioneer church and in 1948 it was placed on rollers and moved into town, with services primarily in English.

Although a Christian Education Wing was added in 1972, Bonnyville's growing population resulted in two more changes: the existing building was sold to the Anglicans in 1987 and a new church was constructed and dedicated in September of 1989 on the present location.

The current congregation is comprised of "traditionalists" to "Generation Y's"; creating a unique blend of ideas and visions. As the past few years have placed challenges before us, we are now poised to move forward and embrace the future.



### ***Requirements for Ministerial Personnel***

The JNAC has determined from congregational input that our church family requires a full-time minister to assist us in moving forward. Compensation will be negotiated between the search committee and successful applicants, with reference to experience as well as United Church guidelines.

### ***Required Attributes of Ministerial Personnel***

The person we seek to join us will share gifts of leadership, creativity, and energy as we journey towards our changing future. Additional attributes held by this individual will include:

- Excellent communication with all generations
- Personable
- Accessible and approachable
- Living the faith
- Good sense of humour
- Ability to inspire
- Provide leadership that will inspire, educate and motivate

## ***Working Relationships***

The JNAC recommends that the church call an ordained, commissioned or designated lay minister recognized by conference. The ministry staff is linked to the Board through the Ministry and Personnel Committee, thereby providing an opportunity for the staff to deal with emerging issues in a smaller, less formal

forum before these things become a part of a larger Board agenda. It is hoped that the positive energy created by a caring and insightful leader will allow the church to move forward and embrace change.

A preliminary position outline is included in Appendix 5. It is assumed that the responsibilities will be flexible, and that the minister will be involved in the critical areas of ministry such as preaching, ministry to youth and families, and pastoral care.



## ***Recommendations***

The JNAC recommends:

That St. John's United Church request that the St. Paul Presbytery confirm the pastoral charge as continuing to have one ministerial position. The board of St. John's United Church will be authorized to work with St. Paul Presbytery in assuring appropriate ministerial resources until such time as our ministerial vacancy is filled.

We believe that the successful implementation of the recommendations contained in this report will provide St. John's with a strong foundation for moving our congregation forward.

Respectfully submitted:

### **Joint Needs Assessment Committee**

Jacki Kunec - Chair

E. (Bim) Bowers

Roy Doonanco

Phil Lafond

Gina Elock – Secretary

Marie Barr – DLM Presbytery Representative

Judy Frey – Presbytery Representative



## **Appendix 1 – Ministry Profile**

### **Vision/Mission Statements**

Recently our church board has established a vision and several mission statements. They are as follows:

#### Vision:

We believe in living, learning & sharing God's word

#### Mission:

- To worship God and celebrate God's presence
- To teach, inspire and share with each other the understanding of God and God's work and to foster spiritual awareness and understanding
- To care for and support one another through Christian fellowship, which includes people of all ages
- To encourage and express concern for others

In addition, they have drafted a set of goals and objectives for St. John's United. It is hoped that a new minister will provide spiritual guidance as we strive to implement these goals for our church.

### **Worship**

St. John's United Church worship includes one service each Sunday. Our services are a blend of the traditional and modern and hymns reflect this approach. Our congregation is accustomed to singing new, contemporary hymns but also cherish the old, gospel melodies. The minister or current worship leader chooses the hymns with the help of the Organist/Pianist. We also provide a monthly service at BonnyLodge, Extendicare and the Long Term Care wing of the hospital.

### **Pastoral Care**

Emotional and spiritual support is provided for individuals, families and groups within our church and community. This is achieved through a variety of activities which include pastoral visits by our minister and other volunteers, in addition to a prayer chain ministry and a drop in prayer group.

### **Outreach/Fellowship**

We endeavor to keep in touch with our congregation through quarterly newsletters and more frequent emails. St. John's United Church is noted for our outreach efforts in our community. Many groups depend upon us to provide a meeting place for their activities: Alcoholics Anonymous, Beta Sigma Phi, the Cadets, Collective Kitchens, Healthy Babies, and Mental Health.

Ongoing projects include: Bonnyville Community Food Bank, Campbells Soup Labels (proceeds directed to a local middle school), Canadian Tire money (proceeds directed to United Church Camp Whitney) and postage stamps.



Our **UCW** spearheads a number of events which function as both outreach and fellowship. People come from far and wide to attend the **Fall Turkey Supper** and **Irish Stew Supper** in March.

One of the highlights of the Advent season is our **Night of Music** which draws both performers and audiences from a cross-section of our community.

The **rummage sales** in the spring and fall generate money for our church activities as well as contributions to those in need. We also participate in **fellowship** with the residents of **Bonnylodge, Extendicare** and the **Long Term Care** of the hospital. In addition to the monthly services provided by our minister is a session of **hymn singing** and **social gathering** as volunteers mix with the seniors. Our church is handicap accessible to facilitate attendance by those in wheelchairs.

Each Sunday following worship there is coffee/tea and treats in the Narthex to encourage conversation and fellowship. Potlucks are held frequently, with occasional pancake breakfasts, to celebrate various events. In order to welcome new parishioners, newcomers' luncheons were instituted last year and many of these individuals have now made St. John's their home. Games nights are held during the winter nights with activities suited for the whole family. All of these activities serve to illustrate our willingness to make others feel at home in our church.

## **Appendix 2 - Community Profile**

Bonnyville, ([www.bonnyville.ca](http://www.bonnyville.ca)) a vibrant community of 6,470 with a unique multi-cultural mix of English, French, Ukrainian, native Indian, Metis, and eastern European influences is situated on Jessie Lake, a natural wetlands and home to 200 bird species. It is on the door step of **Moose Lake** and a dozen other lakes teeming with a variety of sport fish. The community is located in the Lakeland region of northeast Alberta and just 2.5 hours from **Edmonton** on Highway 28 and 1.5 hours from **Lloydminster**.

Bonnyville is the traditional service centre for northeast Alberta and parts of northwest Saskatchewan. It is centrally located for agriculture, oil and gas, tourism and community services. It is serviced by primary highways 28, 41, and 55 and secondary highways 660, 659 and 657. The community has a strong retail sector which allows for the vast majority of purchases to be made locally and is only 30 minutes from the City of **Cold Lake** which offers additional shopping opportunities such as Wal-Mart, Rona and Staples. Bonnyville has a very progressive year round Farmer's Market. The Bonnyville Nouvelle, ([www.bonnyvillenouvelle.ca](http://www.bonnyvillenouvelle.ca)) the local newspaper, serves the area with weekly editions.



Bonnyville provides its citizens with a great array of recreational, social, educational and health services. Recreational and leisure opportunities for people of all ages include the Bonnyville Golf and Country Club (18 holes) and the Lyle Victor Albert Centre (180 seat performing arts centre) as well as the Bonnyville and District Centennial Centre, which features a fieldhouse and two arenas.

We have an indoor swimming pool, bowling alley, curling club, a public library, a district historical museum, numerous playgrounds and parks, ball diamonds, a snowmobile club, a skateboard park, and a Parent Child Centre which houses pre-school programs and a family resource centre.

Bonnyville is home to a very strong and diverse faith community. The numerous places of worship include: Baptist, Catholic, Greek Orthodox, Jehovah's Witness, Seventh Day Adventist, Alliance, Ukrainian Catholic, Pentecostal, and Community. The Two-by-Twos and Baha'i Faith meet in parishioners' homes. Visit [www.town.bonnyville.ab.ca/livingin/worship](http://www.town.bonnyville.ab.ca/livingin/worship) for information on the many choices.

Bonnyville offers many community organizations and service clubs such as the Community Learning Council, Legion, Society Singers, Dance Clubs, Lions, etc. The Dove Centre, a community organization, offers employment and care for special need persons.

Bonnyville is served by two school systems, Northern Lights School Division #69 ([www.nlsd.ab.ca](http://www.nlsd.ab.ca)), Lakeland Catholic Separate School Division #150 ([www.lcsd150.ab.ca](http://www.lcsd150.ab.ca)) plus a francophone school, the Ecole Des Beaux-Lacs. Post secondary educational programs are also offered by various institutions. There is also a Daycare/Nursery at the Parent Child Centre.

Health care needs are served by the Bonnyville Health Centre, a Covenant Health facility, ([www.bonnyvillehealthfoundation.org](http://www.bonnyvillehealthfoundation.org)) which has 34 acute care beds, 30 long term care beds and nine day surgery beds and offers emergency, acute, long-term, palliative care and cancer treatments. It has 15 Doctors including a resident Orthopedic Surgeon and Internist, 2 Pathologists, 15 visiting specialists and offers 11 on site specialty services including orthopedic surgery and a Community Cancer Treatment Outreach program.

Other facilities available in Bonnyville include two medical clinics, two dental clinics, one denture clinic, one optometrist, and three chiropractors as well as alternative/holistic therapy facilities.

A wealth of information on Bonnyville and the surrounding region can be found at the website [www.albertafirst.com](http://www.albertafirst.com).

- Town of Bonnyville - [www.albertafirst.com/profiles/statspack/20390.html](http://www.albertafirst.com/profiles/statspack/20390.html)
- Municipal District of Bonnyville - [www.albertafirst.com/profiles/statspack/20655.html](http://www.albertafirst.com/profiles/statspack/20655.html)
- City of Cold Lake - [www.albertafirst.com/profiles/statspack/20368.html](http://www.albertafirst.com/profiles/statspack/20368.html)
- Village of Glendon - [www.albertafirst.com/profiles/statspack/20368.html](http://www.albertafirst.com/profiles/statspack/20368.html)

These sites will also have links to the home page of the communities.





### Appendix 3 – Pastoral Charge Profile

St. John's United's current worship is generally of a traditional nature. However, our ministers have explored non-traditional forms of delivery including monologue/ dialogue and drama which generated a positive reaction from the congregation. The choir frequently chooses anthems to celebrate special occasions and helps to ease the anxiety when new hymns are chosen.

Our Christian Education program occurs at the same time as Sunday worship, although sometimes events are integrated so that the youth can present dramatic scenarios, participate in sacraments, or "compete" in assorted fundraising activities for mission projects.

In the past, Bible study sessions and Sunday youth gatherings have been available for those who are interested. St. John's was a major participant in Bonnyville's ministerial alliance but lately the organization has not been very active. Perhaps our new minister could revitalize this faith network. We do work with other churches to present the Ecumenical World Day of Prayer and our ministers have frequently given the message during the Legion's Remembrance Day service. In addition, our church is included in Unity Week Celebrations wherein students from Notre Dame Elementary visit other denominations to explore their similarities and differences. Our church family is also supported by a "small but mighty" UCW whose members perform countless activities in the church.



#### Community Ministry

Bonnyville's population is a diverse mix of many cultures, in particular French, Ukrainian and Cree First Nation. Because of the abundance of heavy crude oil, prime agricultural land, and beautiful lakes, many other nationalities now make up our community and we have a pot-pourri of ethnic backgrounds making up our congregation.

Numbers Of ...	2003	2004	2005	2006	2007	2008	2009
Households in Congregation	189	184	173	191	190	163	137
Identifiable Givers	170	172	185	170	185	187	134
Children Baptisms	9	5	5	8	3	4	6
Adult Baptisms & Professions of Faith	7	0	0	0	4	0	0
Marriages	4	6	4	3	4	1	1
Funerals & Memorial Services	18	10	11	23	16	5	8
Received by Profession of Faith/Confirmation	2	0	0	0	0	0	2
Received by Transfer	0	0	6	0	3	0	0
Removed by Death (members)	2	2	0	1	3	2	1
Removed by Transfers	0	1	0	0	0	1	2



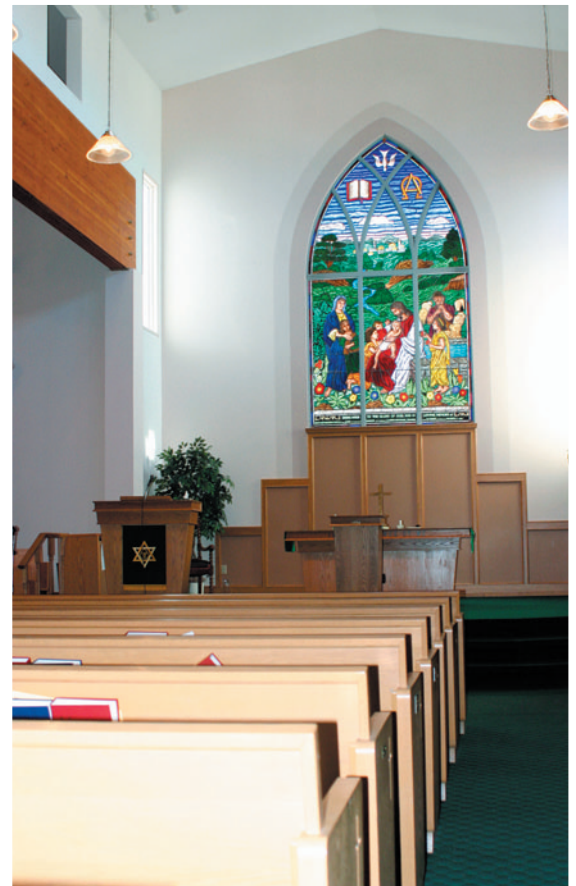
## The Church Family

St. John's United Church in Bonnyville is a relatively large church. Membership consists of about 137 families and adherents; however, regular attendance seems to be twice monthly for most people. On an average we have anywhere from 30 to 50 adults and about 10 children attend. This is not including Sundays with special services such as Christmas or Easter. Our congregation is made up of people from a variety of diverse backgrounds within Bonnyville and surrounding areas. Though senior citizens make up the majority of our congregation, we do have a lot of families with young children. By attracting youth with our programming, we are making our Sunday School stronger.

The group of church family works well together. There are many active volunteers for church activities that take place both within and outside of our church building. For example, the St. John's United Church is one of two churches in Bonnyville that visit nursing homes for pastoral care. We accept all who walk through our doors and are open to new ideas for improving our image in the community, thereby increasing membership. We tend to accommodate, for example, there are at least seven ways of celebrating the Christmas season besides the regular service. Our church family is very open to having services done in a variety of ways and sermons presented in many forms.

## Governance Structure

St. John's United Church follows and functions according to the United Church of Canada's policies. Our board meets once a month with the exception of July and December. The board's election by the congregation takes place at an annual general meeting held in February. The minister, staff, and volunteers are responsible for the operations of the church. People here feel strongly about doing their part in helping to run our church. During two maternity leaves, the congregation provided much of its own leadership.



## **Appendix 4 - Resource Profile**

### **Physical Property**

St. John's United Church stands proudly within the residential area of Bonnyville. A large paved parking lot, low maintenance vinyl and brick exterior, and landscaped grounds add to its appeal. Its beautiful stained glass window reflects light into the two-story high sanctuary, which comfortably seats 200.

The adjoining narthex, which can be separated by a portable room divider, seats an additional 120 and is perfect for church potlucks or other gatherings after church, or for extending the sanctuary during special services.

Also on the main floor is the Minister's Office, Church Office, large kitchen, wheelchair accessible bathrooms, nursery, meeting rooms, choir storage room and practice area. In addition there is a small room just off the sanctuary where one can view and hear the services without disrupting the proceedings. Upstairs are two large classrooms, two bathrooms and an additional storage room.

### **Financial Resources**

St. John's United Church has been blessed by the substantial financial support provided by congregational givings and by the various fundraising activities that take place throughout the year.

During 2009 the church building mortgage was retired. A mortgage burning celebration will be held. The 25-year mortgage was retired in 20 years with the assistance of the National Church through the Mission and Service Fund. A dollar for dollar forgiveness program was utilized for the last 10 years of the mortgage. We at St. John's are very thankful.

In 2005 the church manse was sold for \$160,000. The interest from the G.I.C. is used to subsidize the housing allowance paid to the minister. Our finances are stable. Our projected budget for five (5) years is around \$120,000 per year.

The 2010 annual budget is \$115,000 and our facility is well maintained. The church roof was repaired in 2008 at a replacement cost of \$18,000 and we do not foresee any major expenses in the near future. St. John's is also committed to supporting the Mission & Service Fund.



st. john's  
UNITED  
CHURCH





## ***Appendix 5 - Position Guidelines***

### **Specific Responsibilities Include:**

#### **Governance**

- Work with the board to develop a clear definition of the church's goal/objectives
- Work with the board to continue its effective organizational structure
- Act as a resource for volunteers, groups and community members.

#### **Worship**

- Provide spiritual leadership and direction to the church.
- Prepare and present Sunday worship services.
- Celebration of Life Services
- Weddings
- Lodge Services

#### **Pastoral Care**

- Provide pastoral care to those in need.
- Work with the many pastoral care visitations in homes, hospitals and other places of need.
- Engage in pastoral care visitations in homes, hospitals and other places of need.

#### **Youth & Family**

- Integrate all age levels into all aspects of the life of the church.
- Work to enhance youth programming within the church.

#### **Outreach**

- Support the many outreach activities of the church currently in place.
- Work with the church board and committees to develop effective outreach programming as required.

#### **Fellowship**

- Participate in the numerous fellowship activities of the church.
- Encourage inclusive friendship within the multi-generational congregation.

#### **Living the Faith**

- Demonstrate Christian values to the congregation and community through daily living.
- Help members to share their faith with others outside of the congregation.
- Encourage members to live their Christian values beyond Sunday's time of worship.



## **Working Relationships**

### **Terms of Employment**

- Terms of a call shall be those as negotiated between the candidate and St. John's United Church, upholding the minimums set by the United Church of Canada.
- The duration of the pastoral relationship initiated by a call shall be without time limit.
- Except in the event of termination for cause, a pastoral relationship may be terminated by either party giving at least 90 days notice in writing to the Chair of Board of Elders and the Secretary of St. Paul Presbytery.



### **Compensation & Housing**

- The compensation offered will reflect the cost-of-living and housing in the Bonnyville area.
- As housing requirements and needs are uniquely individual, appropriate arrangements will be structured to provide optimal benefits, after tax, to the minister.

### **Hours**

- In the case of a full-time ministerial position, the regular work week is 40 hours.

st. john's  
UNITED  
CHURCH

## Benefits & Allowances

- Pensions and group insurance benefits are provided in accordance with the United Church of Canada policies.
- An annual continuing education/book allowance of \$1,250 was allocated in the 2010 budget and will be provided to a full-time minister.

### Travel

- Travel allowances will be at the rates established from time-to-time by the United Church of Canada, or as negotiated between the Pastoral Charge and the Minister.

### Vacation

- One month per year.

### Leaves

- Sabbatical leave shall be provided every five (5) years in accordance with the policy of the United Church of Canada, upon the submission and approval of a leave request and the submission and approval of a sabbatical plan.
- Study leave of three (3) per year or as established by United Church of Canada policy will be provided.
- Leave of absence is provided in accordance with the policies of the United Church of Canada.

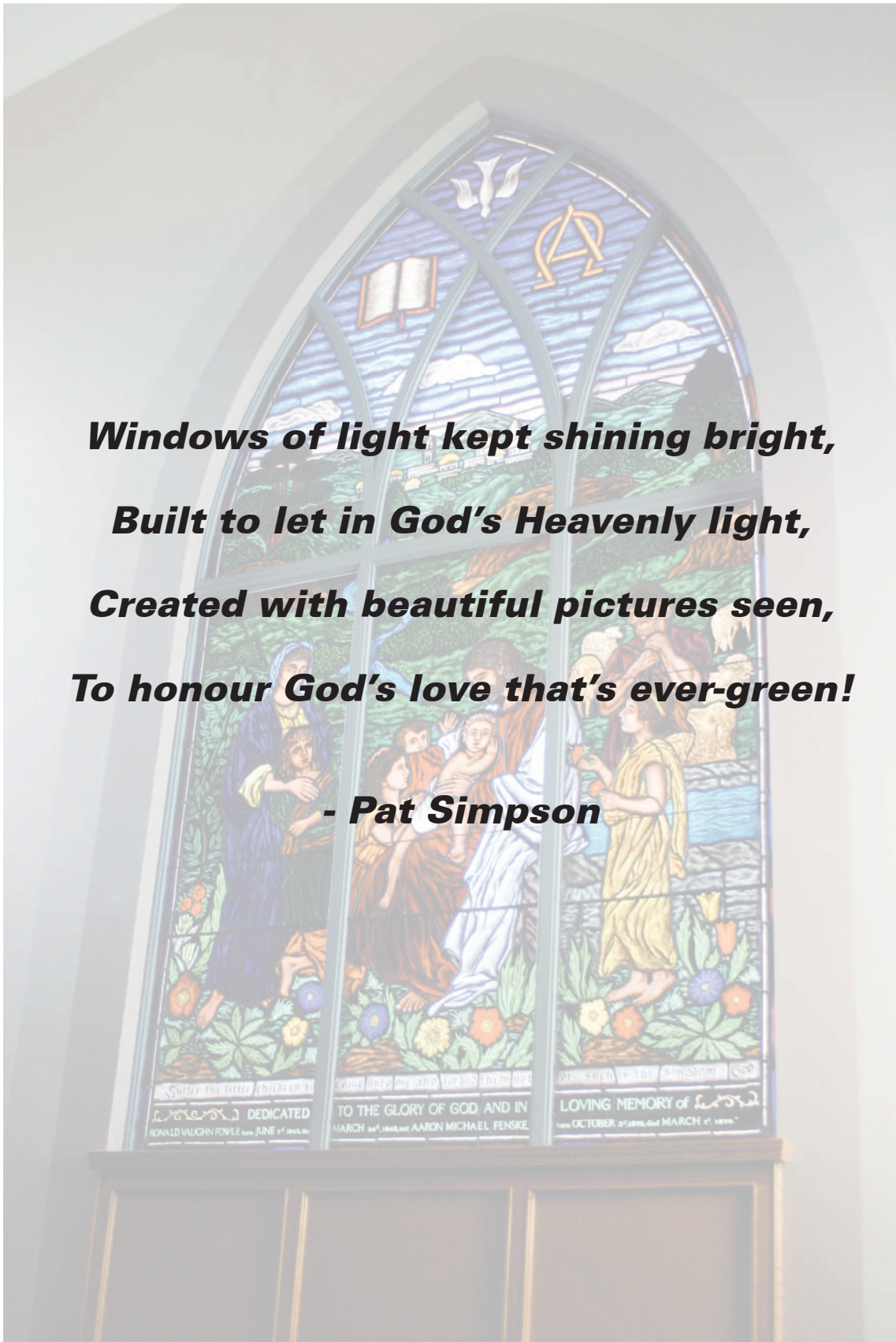
### Moving costs

- Payable in accordance with United Church of Canada policy.

*"Cast your bread  
upon the waters,  
for after many  
days you will  
find it again."  
- Ecclesiastes  
11;1*







***Windows of light kept shining bright,  
Built to let in God's Heavenly light,  
Created with beautiful pictures seen,  
To honour God's love that's ever-green!***

***- Pat Simpson***

*For more information:*

*Please contact St. John's United Church, Bonnyville  
[www.stjohnsunitedchurch.yolasite.com](http://www.stjohnsunitedchurch.yolasite.com)*



Bonnyville, Alberta