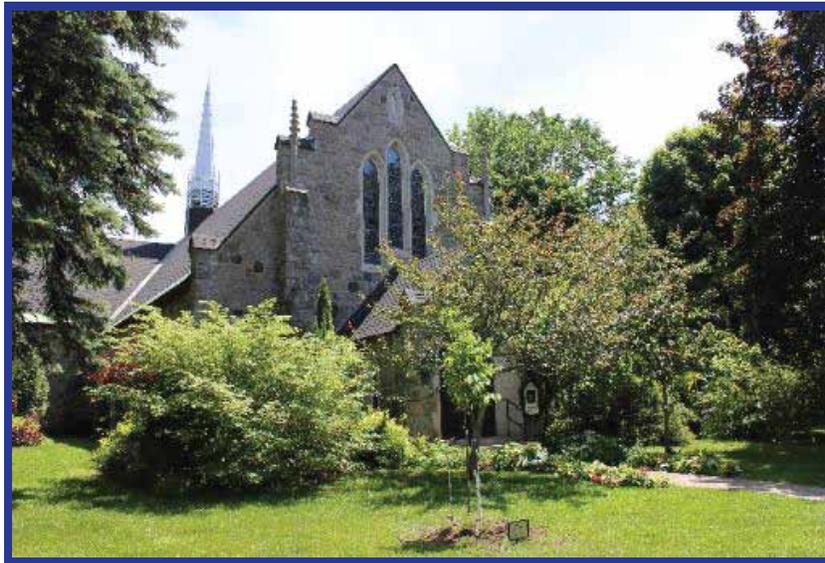




# JOINT NEEDS ASSESSMENT PROCESS SUMMARY REPORT 2017

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## St. Lambert United Church Saint-Lambert, Quebec

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## ST. LAMBERT UNITED CHURCH JNAP SUMMARY REPORT 2017

Having been entrusted by the Council to work on behalf of our congregation, the Joint Needs Assessment Process Committee of St. Lambert United Church is approaching the end of its mandate. That mandate was to determine the needs of our congregation in regards to the search for a new minister. After in-depth study of the congregation's thoughts and ideas based on a Congregational Workshop and 60 returned surveys, as well as detailed research and thoughtful prayer, the JNAP Committee submits its study and conclusions in trust that this report will help guide our future direction.

### OUR COMMUNITY:

St. Lambert United Church is a suburban English-speaking congregation located in the city of Saint-Lambert, Quebec and draws its members from Saint-Lambert and the surrounding communities on Montreal's south shore. The population of Saint-Lambert is approximately 22,500. In the home, 71% of the residents speak French, 15% speak English and 14% speak other languages.

The city of Saint Lambert is a residential community with a small industrial area. Housing is mainly single-family homes. There are leisure activities for all ages within walking distance of our church and easy access by car and public transit to the cultural diversity of Montreal. A network of bicycle paths connects Saint Lambert with other South Shore communities and with the city of Montreal. There are many different faith communities within the region.

### PASTORAL CHARGE:

#### **Part A: Who we are**

The history of St. Lambert United Church begins in 1855 when Saint Lambert Methodist Church began holding services. The United Church of Canada was formed in 1925 which resulted in Saint Lambert Methodist and Saint Cuthbert's Presbyterian Churches both becoming United Churches. In 1927 the two merged and formed St. Lambert United Church. Our sanctuary, built of grey stone, was built at a cost of \$50,000. It was dedicated on November 28, 1937. After World War II, the church grew so much that space had to be found for the Sunday School. The first addition was Memorial Hall, which was completed in 1949 and was a fine memorial to the men who gave their lives in two world wars. Soon it was realized that even this was insufficient space. The congregation built the Christian Education wing and dedicated it in 1956. In 1998, the congregation of Saint Lambert Baptist church, after selling their own church, began worshipping with St. Lambert United Church. In the ninety-two years since Church Union in 1925, St. Lambert United Church has had eleven head ministers and four assistant ministers.

**We are a medium size church where we recognize each other but may not know each other well. Most of us grew up in this area . There are 186 members on our roll with an average of 88 members in church on Sundays. There are 36 registered children and teens ranging in age from infant to 19 years old.**

Worship at St. Lambert United Church is at 10:30 on Sunday mornings. Worship service comprises Scripture readings, the singing of hymns by the choir and congregation, conversation with the children animated by a member of the congregation, the minister's sermon and time for prayer. Children remain in the worship service for the first twenty minutes and then depart to attend Sunday school. Music and song play a vital role in our church life with worship services enriched with the many types and styles of music provided by our choir, a handbell choir and a praise band. Communion is served six times a year and all are invited to receive communion. Everyone present is invited to Memorial Hall after the service to share refreshments and fellowship.

### **Part B: Our Mission Statement**

“Recognizing and celebrating God’s love through worship, study and fellowship, we, as a family of faith, seek to live in the spirit of Jesus Christ by being open and caring to one another, welcoming all and reaching out to the world with hope.”

#### Visioning for the Future:

We feel that the following characteristics are important to us :

1. Sense of family.
2. Welcoming young people.
3. Building ties with other South Shore churches.
4. Identifying the changing needs and priorities of our community and adapting programs to meet these changes.
5. Reassessing volunteer activities (so the same people don't keep doing the work year after year).
6. Strengthening pastoral care services.
7. Keeping in touch with families who have had their children baptised and who have had their weddings at St. Lambert United Church.
8. Also, from survey comments and discussions at the congregational workshop, it has become apparent that some members would like St. Lambert United Church to become an officially designated "Affirming Congregation".

#### **RESOURCES:**

Our church has a beautiful grey stone sanctuary with stained glass windows depicting Biblical scenes. Music is provided by a powerful pipe organ and a baby grand piano. Near the sanctuary is the minister's study. A short distance from the study there is a nursery with a wash room. Across the hall is a large meeting room called Memorial Hall. Near this Hall there is a fully equipped kitchen and, on an upper level, an office for the administrator. In addition to these rooms, there are four multipurpose rooms used for various church functions and rental for community functions. St. Lambert United Church has a paid office administrator who works twenty-five hours a week, a music director who works ten hours a week and a caretaker who works for twenty-three hours a week.

In addition to the paid employees and the leadership of the minister, St. Lambert United has a large group of members who give countless hours of their time. These women and men work under a committee structure which touches every aspect of church life. Some of the work done is to assist with the worship service and to make sure there is strong fellowship between the members. Another group ensures that the young people have appropriate instruction in Christian life. The maintenance of the property is assured by a group, which, among other things, organizes at least two work-days a year. Other aspects of church life, which are also volunteer-led, include: finance, personnel, social action, pastoral visitation, trustees, fund raising and communications. In addition to the committees, there are active groups of women and men. The United Church Women meet for study and fellowship and organize social and fundraising events for the congregation. The United Church Men organize breakfasts and lunches to enhance fellowship between members. All of this dedicated involvement helps us to fulfill the congregation's mission statement of living “in the spirit of Jesus Christ”.

Financially, our 5 year average income is \$248,000, made up as follows:

**73% through givings, 12% from facility rental, 10% through fund raising activities, 4% from bequests, reserves and investments, at 2% from other means.**

**POSITION:**

We are looking for a full-time minister, who will lead us into the future, through a balance of both traditional and innovative worship, thoughtful and uplifting discussion and an inclusive love and acceptance for all who walk through our sanctuary doors. As in most churches, of any denomination, we have our issues and whomever comes to lead us forward, will need to be open and accepting, but also possess the experience to provide ideas leading to a peaceful resolution of any internal strife. A candidate with experience is preferred. He or she will be accountable to The Quebec Presbytery.

This person will work a 40-hour week, assisting the congregation in realizing its visions and goals and is expected to allocate time, as much as possible, in the following manner:

**Administration and Leadership: 20 %**

- a cooperative working relationship with staff members and volunteers to ensure smooth functioning of the church.
- aid our congregation in developing a vision for the long term future of our church based on our mission statement.
- attend Council and certain committee meetings (Worship & Fellowship, Christian Development.)

**Worship 30 %**

- planning and leading weekly and special worship services with a balance of traditional and contemporary practices.
- celebrating sacraments of baptism and communion.
- officiating at funerals.
- working with the Christian Development Committee, Worship and Fellowship Committee, the Music Director and lay members.

**Wider United Church involvement: 10 %**

*Active participation in Presbytery, Conference and General Council in consultation with the Ministry and Personnel Committee.*

**Pastoral Care: 20 %**

- visiting the sick, elderly and bereaved in our community.
- supporting development and work of the pastoral visitation team.
- providing support for individual members of our community when required.

**Outreach: 5 %**

*While outreach is often seen in traditional ways, it can also include ministerial involvement in community organizations, foundations and boards.*

- coordinate with Outreach and Social Action Committee to support outreach activities of the church on local, national and international levels.
- encourage a welcoming and engaging environment for all who enter the doors of St. Lambert United Church.

**Christian Development: 5 %**

- work with the Christian Development Committee to foster spiritual growth through Sunday school, youth activities, Bible study and discussion groups, leading confirmation classes and encouraging lay ministry.

**Professional Development:** 5 % (\* this is in addition to annual Study Leave of three weeks)  
*Pursuing professional development and spiritual development in consultation with the Ministry and Personnel Committee*

**Ecumenical Involvement:** 5 % (point form description)  
*Local Ministerial, inter-faith groups, etc.*

- participate in local ecumenical ministerial activities.

### **SKILLS:**

We are looking for a minister who:

- Displays leadership qualities including an ability to inspire while supporting our existing strong and effective lay leadership.
- Communicates effectively.
- Is able to work closely with staff and volunteers; ensure open lines of communication and cooperative team work.
- Has excellent preaching skills; can plan and deliver biblically inspired sermons addressing contemporary life.
- Can integrate innovative ideas for worship while showing respect for our traditions and practices.
- Responds to pastoral care needs; supports our pastoral visitation team.
- Has computer skills, including knowledge of office software, and is comfortable with the use of social media.
- Is willing to face with openness, acceptance and resilience a congregation with a diversity of experiences, ideas and opinions and possesses the experience to help resolve issues and maintain harmony.

### **Knowledge:**

- A working knowledge of both spoken and written French would be an asset.
- Has knowledge and training in pastoral care.
- Has a thorough grounding in scripture, current theological teachings and writings with a resulting progressive and inclusive theology.
- Has a good understanding of United Church policies and procedures.

### **Personal Attributes:**

- Possesses good interpersonal skills i.e. is a good listener, friendly, welcoming and approachable.
- Is able to communicate with and administer to all members of the congregation.
- Lives a life of faith in action; encourages and aids members of the congregation to do the same.

### **Experience:**

- Ministry experience is preferred.
- Has experience in planning and leading worship.
- Experience providing pastoral care to people of varied age groups and backgrounds.
- Also has experience in communication with children and youth.

**TERMS WE OFFER:**

The incoming minister will be remunerated using the salary schedule and level agreed upon by the Ministry and Personnel Committee.

**OUR RECOMMENDATION:**

It is the recommendation of this committee, that Presbytery be asked to declare a vacancy in this Pastoral charge. We recommend that such a person as described herein, be sought out and engaged by St. Lambert United Church to lead us through change as an all inclusive Family of God.

JNAP Committee  
St. Lambert United Church

Note: The complete JNAP report can be found at: "[stlambertunited.com](http://stlambertunited.com)".