

UNITED CHURCH OF CHRIST

LOCAL CHURCH PROFILE

First Congregational Church in Winchester
Winchester, MA

Associate Pastor for Youth and Families

Southern New England Conference, United Church of Christ

October 11, 2021

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*“God is able to provide you with every blessing, so that
having all sufficiency in all things at all times,
you may abound in every good work.”
(2 Corinthians 9:8)*

1. POSITION POSTING

- a. LISTING INFORMATION
- b. SCOPE OF WORK
- c. COMPENSATION & SUPPORT
- d. WHO IS GOD CALLING TO MINISTER WITH US?

1a. LISTING INFORMATION

Church name: First Congregational Church in Winchester, UCC
Street address: 21 Church Street, Winchester, MA 01890
Supplemental web links: <https://fcc-winchester.com/>

Additional ecumenical affiliations (*e.g. denominations, communions, fellowships*):

Conference: Southern New England Conference, United Church of Christ
Association: Metropolitan Boston

UCC Conference or Association Staff Contact Person (Name, Title, Phone, Email):

Rev. Alexander Shea Will
Area Conference Minister for the Northeast Region
781-369-9917
sheawilla@sneucc.org

Summary Ministry Description:

In a short paragraph, reflect on where your church is going and what it might look like when you get there. What do you need to get there? Who are you seeking to join you on this part of your church's faith journey?

Our church is going through a kairos moment, one ripe with possibility to shape our future direction. A number of factors have converged over the past two years, from the online pivot required as a result of the pandemic, the departure of our Children and Youth Minister, the determined effort of our Leadership Team to develop a long-term strategic plan for our upcoming years together, and the planned, upcoming retirements of our current Associate Pastor and Health Minister. All of this is situated within the larger context of the COVID-19 pandemic

and the climate crisis, along with the American kairos moment of racial reckoning. There is concern about what has been lost in our family programs both during the pandemic and this interim time of change in our ministry team, and we are looking for a dynamic and energetic Associate Pastor to help us: 1) rethink and revitalize our ministry to young families; 2) help bring the generations of our church together; 3) energize our efforts as Christians in the fight for all forms of justice; and 4) further our aim to be an outward-facing, service-oriented congregation.

We have made some strides in these areas in recent years and have already embarked on opening our doors to the wider community in a number of ways. We are looking for a magnetic and empathetic pastor who will continue to help us harness all of the energy and enthusiasm in our congregation to be part of positive solutions, as well as invite those around us to experience the hope and peace that can be found as part of a Christian community.

Photographs:

Insert 1 – 3 images of your church, its people, its parsonage or building or gathering space, etc.



First Congregational Church of Winchester, located directly on the town green. Our steeple is visible all around the town.



Young participants in our Christmas Pageant join our lead pastor, Rev. Will Burhans, for a song.



Community members gather in the newly renovated Ripley Chapel for a musical performance of the Atwater-Donnelly Trio.

What we value about living in our area (2 – 3 sentences):

Winchester is a vibrant, connected community located near the beautiful city of Boston, which is easily accessible by public transportation. Our church sits right on the town green in the central, walkable downtown, where it's easy to run into your neighbors while running errands or shopping at the farmer's market. Residents value education (our public schools and local universities are among the best in the nation), cultural opportunities (such as our own Griffin Museum of Photography), and green spaces and natural resources (including Wright-Locke Farm, which was saved from development by a townwide vote, and the Middlesex Fells, a large nature preserve with 2500 acres of biking and hiking trails).

Current size of membership: 420

Languages used in ministry (*other than English*): None at present

Position Title: Associate Pastor for Youth and Families

Position Duration: Settled

Compensation Level: Full Time

Does the total support package meet conference compensation guidelines? Yes

1b. SCOPE OF WORK

(add here the Scope of Work developed by your church using the Call Agreement Workbook)

Core Competencies:

(List three core competencies that you imagine could be foundational in your next minister's relationship with the church. For example, a church seeking a pastoral care minister might hope to call someone who is caring, sensitive and sociable, while a church seeking an executive minister might want an organized, detail-oriented and time-conscious person.)

We are seeking an associate pastor who is:

- **A self-starter.** We have a lot going on at our church, and we are looking for someone who is willing to dive right in, without fear of making mistakes. Someone who will think big and creatively about how we can expand beyond our four walls and bring the generations of our church together. The list of responsibilities can look daunting, but we know the right candidate will be energized by the opportunity to make a difference.
- **A compelling communicator.** Speaking in front of a group of children can often be more intimidating than interacting with adults. We're seeking someone who can share God's word in an engaging way, to an audience aged 1-100, which is no easy task, we know! We're hoping for someone who is organized, detail-oriented, and able to communicate across the congregation (especially with busy parents and teens) frequently and cogently.
- **A supportive collaborator.** We're looking for a pastor who can work productively with our dynamic Ministry Team, empower reluctant volunteers to embrace their talents, encourage congregants to practice self-care, and listen empathetically to any among us who may be struggling.

1c. COMPENSATION AND SUPPORT

Salary Basis (*from the Call Agreement Workbook, equal to Cash Salary plus Value of Parsonage/Housing Allowance*): Our package is consistent with UCC Conference guidelines.

Benefits: Salary plus Benefits

What is the expected living situation for your next minister (*e.g. parsonage, living nearby with a housing allowance, living elsewhere to commute as needed*)?

Our hope is that the Associate Pastor would live close to Winchester, to be able to easily participate in the life of the congregation and community. We are offering a generous package, including a housing allowance, which reflects the cost of living in this area.

Comment on the residential/commuting expectations for your next minister. See above.

State any incentives (*e.g. school debt reduction or retention bonus after a certain number of years in position*):

We offer a sabbatical after 6 years of service. We also set aside funds for Staff Professional Development.

Describe peer and professional supports available for ministers in your association/conference:

We expect our clergy to be involved in the monthly support meetings that occur through our denomination's CCOP's (Clergy Circles of Practice) as well as the local Winchester Interfaith Clergy group. We are also supportive of our clergy taking retreat time and engaging in personal spiritual direction. Our current Lead Pastor spends a week of silent retreat at a local Catholic retreat center in Gloucester and sees a Spiritual Director there. There are a myriad of Spiritual Directors available in the Boston area and opportunities for retreat and continuing education.

If applicable, describe how your church will adopt part-time adjustments in the pastoral schedule to support a minister's bi-vocational employment: N/A

1d. WHO IS GOD CALLING TO MINISTER WITH US?

Describe the ministry goals you envision your next minister co-collaborating with the congregation to achieve.

We offer additional insight into this question in the answers to Section 2 below, which details our Strategic Plan for the next five years. In short, we are looking for a pastor who can develop and grow our Youth and Family programs (including ministry to parents); help deepen our faith and connections, particularly through the establishment of small groups; and continue to branch out into our community and beyond through service, justice work, and a commitment to the arts.

Describe how your vision of the minister you are now seeking will assist the congregation in making an impact beyond its walls.

We have witnessed firsthand the power of an effective and effervescent youth minister, both at our own congregation and at other churches in the area. A thriving children and youth program portends a healthy and growing congregation. Engaging Sunday school classes, holiday traditions and multigenerational service projects are appealing to young families. Lively youth groups, social events and mission trips attract kids from outside the congregation and open them up to hearing God's word. We are looking for someone who will be visible and accessible to the families and youth of our community, whether that's showing up to an occasional town high school football game or theater performance, hosting a regular drop-in hour at a local coffee shop, or planning an evening of programming with broad appeal to youth or families. Likewise, we hope this minister will bring us together to undertake service projects in our community and beyond, as well as developing programming that appeals to those outside of our congregation.

Specify language requirements or culturally-specific capacities preferred in a next ministerial leader, and why those matter to the congregation's sense of calling.

Over 40 languages are spoken in the homes of Winchester students. According to the Winchester Schools, Mandarin and Portuguese are the two most common non-English languages spoken by our students, so a facility with either of those languages would be a nice bonus, but certainly not required.

Asian-Americans are by far the largest non-white population in Winchester, representing 16% of residents, and there is potential opportunity to deepen our engagement with the Asian community. We already rent space in our church to the Winchester School for Chinese Culture, an afterschool program for children, and we've learned that Sunday mornings can be a challenging day to attend church for Chinese families, as many students attend Mandarin language classes at that time. There may be an opportunity to hold events or family worship at alternative times that would work well for other youth in our community as well, many of whom are involved in sports and other activities that conflict with Sunday morning services.

Based on what you have learned about who your church is, who your church's neighbor is, and who God is calling the church to become, describe four areas of excellence from *The Marks of Faithful & Effective Authorized Ministry* that your next minister will display to further equip the congregation's ministry in these areas.

There are many "marks of faithful and effective ministry" that we believe are critical for this Associate Pastor position, but the following marks stand out to us in particular:

"Loving God, following Jesus and being guided by the Holy Spirit; living a life of discipleship." Everything else must be grounded in this and we expect our next minister to not only be committed to a life of discipleship but also effective at inspiring others, children, youth and adults, in being disciples of Jesus as well.

"Bringing life to sacred stories and traditions in worship, proclamation and witness; leading Faith Formation effectively across generations." It is critical for this minister to have the capacity to connect our sacred scriptures to the everyday lives of the congregation and to have both a deep grounding in the stories of our faith and a sense of how to support the formation of faith within young lives. Our hope is that our new minister would be able to support our families into being ever more effective agents to convey the faith to their children.

"Providing hope and healing to a hurting world and maintaining a basic understanding of mental health and wellness." As we emerge from the ravages of the pandemic with deep veins of racial injustice running through our country and climate catastrophes wracking our world, providing hope and healing is as critical as ever. Within our particular town there is tremendous

pressure placed upon our youth to perform, achieve, and succeed which is reflected in the numbers of youth with mental health issues. Knowledge of health and wellness, particularly for our youth population, is critical, as well as being effective at creating community in the church that can be a safe harbor from such extreme pressures while reminding youth of the essentials of life. Parents also need support to be the best versions of themselves to help their kids through these challenges.

“Drawing on the ministry of Jesus Christ to confront injustice and oppression and engaging in mission and outreach.” Our congregation is beginning to engage justice issues in greater depth, specifically racial and environmental justice. Our next Associate Pastor will be empowered to lead our congregation to a greater engagement in justice work as a part of our calling as Christians. This engagement can be done along with an ongoing commitment to volunteerism and hands-on mission work caring for those in need.

“Demonstrating excellent communication skills.” We believe it is of the utmost importance that our next pastor has excellent communication skills, to convey both the depth and power of the Christian faith. This individual must be able to build and sustain healthy relationships of mutuality and care based upon a foundation of Christian love.

2. WHO IS GOD CALLING US TO BECOME?

“You shall love the Lord your God with all your heart, and with all your soul, and with all your mind.” (Matthew 22:37 NRSV)

Who is God calling you to become as a congregation?

While we have solidified the bonds of love and communal care within our own four walls, we feel that God is calling us to extend compassion to all and to share our faith, hope, and love with others during these challenging times. We feel called as Christians to respond to what is going on in the world around us with the pandemic, ecological crises, and issues of justice.

Describe how God is calling you to reach out to address the emerging challenges and opportunities of your community and congregation.

For example, describe two experiments your congregation has initiated or engaged in the past year, what were the results and where do you see your next steps? Has your church had a multi-year strategic plan or vision statement; if so, where do you see that plan/vision taking you?

The decline of UCC membership is a shared concern nationwide. “How do we draw more people in?” is a constant refrain among church leaders and at UCC conferences. Thankfully, our church has successfully navigated a natural transition period with a change in lead pastor, and our membership is now holding steady — likely due to our vibrant spiritual offerings and engaged congregation. And while we remain dedicated to the needs and blessings of our current members and participants, we must also continue to find ways to share our faith, love, and hope with others, and to pour ourselves out to help the world.

COVID, racial injustice, environmental crises, and ongoing societal inequities have been added to the lens through which we see the world — and through which we determine FCCW's role in the community. These topics are complex and demanding of our time. Our Leadership Team recently undertook the development of a Strategic Plan, informed by input from the congregation and Ministry Team. This plan calls for the church to:

- 1) ***Grow the Children, Youth and Family Program--*** The hiring of an Associate Pastor for Youth and Families is critical to this effort. In addition to attending to the spiritual needs of FCCW youth and their parents, the role will serve the entire congregation through preaching, performing sacraments, and pastoral care — and will also focus on integrating adult and children/youth activities. A Children's Program Director will be hired to manage day-to-day operations, including the nursery, and to steer the children's programs under the direction of the Associate Pastor.
- 2) ***Deepen faith and community through small groups*** -- Our congregation's deeply held desire to engage meaningfully in small group settings will become an even stronger area of focus as a supplement to the ongoing work of current Ministries. Topics such as Bible study, vocation, aging, parenting, healing, health and wellness, reflective spiritual practices, visitation, and many other avenues for creating and nurturing spiritual connections will be encouraged and fostered. In fact, we have started to assemble topic-specific teams to explore how best to implement our small group infrastructure.
- 3) ***Branch out through Worship, Arts and Justice Work*** -- Our recently renovated Ripley Chapel (our secondary worship space) has become a vibrant community space, thanks to our Ripley Presents event series focused on music and the arts. Through expanded Ripley Spirituality and the Arts programming for adults, children, and families, increased opportunities to advance social justice, as well as enhanced technology and online capacity, our goal is to broaden our reach into the community and beyond.

Underlying all of these efforts we hope to build a sustainable root system of growing membership, thoughtful financial stewardship, and sustainable facilities planning.

3. WHO ARE WE NOW?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

- a. CONGREGATIONAL REFLECTIONS
- b. 11-YEAR REPORT
- c. CONGREGATIONAL DEMOGRAPHICS
- d. PARTICIPATION AND STAFFING
- e. CHURCH FINANCES
- f. HISTORICAL INFORMATION

3a. CONGREGATIONAL REFLECTIONS

Describe your congregation's life of faith.

For example, what beliefs and commitments are stated in your congregation's purpose statement or membership vows? How is God most often described in worship liturgy? In what ways would you describe the Holy Spirit in your midst?

“We are a Christ-centered, nurturing community, growing in faith, serving in love, welcoming all with joy.”

Christ is at the center of our purpose statement, closely followed by community. We strive to help one another and those around us to experience God's love through service, care and reflection, offered with open arms and open hearts.

Our communal weekly worship of God is centered in the sacred text of the Bible. It is expressed through prayer, music, reflection, and is the anchor of our life together. Our worship informs, challenges, and inspires us in our individual lives where we are living our call from God. We are not prescriptive or rigid in the expression of what we believe but honor the individual in their relationship with God and their pursuit of truth and faithful living. A demonstration of our community's life of faith can be seen in the following:

- Music and art are primary ways that we experience God's presence in our midst, as evident in the size and quality of our adult choir and our “Ripley Presents” series. We have opened the doors of our Ripley Chapel to the public and programmed a regular series of concerts, readings, discussions, and art shows that help us appreciate the beauty of the world, while keeping our eyes open to its contradictions.
- We see the natural world as a profound and true revelation of God's presence, goodness, and beauty. This is evident in the beauty of the Reno Garden and the work of our Environmental Justice Ministry.

- We seek spiritual engagement and health through body, mind, and spirit. This is evident in our Healing and Centering Prayer Circles as well as our Health and Wellness Ministry.
- We believe that faith is expressed through actions of care and doing good in the world. This is evident in our anti-racism studies, our serving of the homeless in Cambridge, the vocations our members pursue in their individual lives, and our generous giving.
- Our belief in a God of love is evident in our love for one another. We look forward to gathering after worship, at coffee hour, at our annual church picnics, during home visitations and in small groups to learn about and support one another.

Describe several strengths or positive qualities of your congregation.

We love one another. We love crying babies in the sanctuary and our wise elders and everyone in between. When our Lead Pastor stepped into our church for the first time six years ago, he spoke about being struck most deeply by how our community loved and cared for one another.

We truly have an open door policy. Many new members reference that they were “welcomed with joy”, as expressed in our purpose statement. We’ve overheard people from other churches in town say how vibrant our congregation is and how much they enjoy attending our events.

We value lifelong learning. We are a group of highly engaged people who enjoy coming together to discuss faith, politics and the issues of the day so we can reflect and learn from how those intersect.

We give generously. We are highly engaged and in many cases highly resourced, and are motivated to give to areas of need and care in our world. Our congregation has a collectively big heart and there’s rarely, if ever, a need expressed in the church or the community that the people of the congregation don’t step up to meet.

Describe what worship is like when your congregation gathers.

For example, where does worship take place, and what is it based around? What was a recent baptism like? What are some words used to describe good preaching?

For the last 16 months, we have been worshipping remotely with pre-recorded worship services and communion services over Zoom during the first Sunday of each month. We’ve been able to pivot to online services effectively and we have benefitted from the involvement of various members and families who have led elements of the service. We hope to continue the worship involvement of families as we return to in-person worship in the sanctuary. We have also made the commitment to upgrade our AV system, add screens that facilitate visual media, and hire a technician to live-stream our worship services.

Prior to this hybrid approach, we worshipped in the typical mainline Protestant way, with a traditional order of service including singing with organ or orchestral accompaniment and centered around the lectionary scripture of the day. Our brief Time for the Young lesson welcomes children to the front of the church but is a favorite part of the service for congregants

of all ages. During Lent, we've held worship services based upon themes woven throughout the service in music, sermon, prayer, and reflection.

Some of our favorite services are those which find ways to incorporate the children of the church, whether they are invited to witness a baptism from the front of the chancel, hanging our Advent greens, or giving testimonials after a recent mission trip. We also enjoy when our Music Minister gets to go a little wild, organizing jazz services or bluegrass anthems or trying to find music that illustrates the Seven Deadly Sins. Our ministers challenge us from the pulpit, preaching lessons of both growth and reassurance.

Describe the educational program/faith formation vision of your church.

For example, how are young people in leadership? How do people continue to form their faith over a lifetime? Name a topic studied or curriculum used recently; what was the impact of this study on those who attended?

We hold a Sunday Morning program called Stepping Stones that introduces children in preschool through 5th grade to the scriptures and teaches them moral lessons therein. This is conducted concurrent to the worship time during Sunday morning services. The teacher-created Stepping Stones curriculum includes a variety of activities such as high-energy games, crafts, plays, and other creative ways to interact with the stories of the Bible.

Until recently, middle school youth also met on Sunday mornings during the service, but we are currently exploring alternative meeting times as we reimagine and reinvigorate "Junior Forum," our new name for this age group. High school students gather on Sunday evenings; Forum meetings consist of lively and reflective discussions about personal and world events, and activities designed to build trust, strengthen bonds and help youth in their search for spiritual meaning. For many years our church followed the Journey to Adulthood Program developed by the Episcopal Church. This program walks middle and high school aged youth through a process of spiritual formation. Over the last four years, we departed from the Journey to Adulthood program and explored other curricula. There is a general sense within the congregation that the current curricula do not adequately meet the needs of our youths' spiritual development. This is a critical area of discernment and development in which we are seeking leadership from a new Associate Pastor. We have also held a Confirmation Class every other year for 10th and 11th graders led by one of the pastors and the former Youth and Children's Minister.

Our Adult Faith Exploration Ministry was established to find and develop opportunities for the adults in our congregation and the surrounding community to continue learning and developing their faith. Our pastors have led multiple bible studies, as well as series on the Incarnation, the Resurrection, and comparative religion examining Judaism, Christianity, and Islam, to name a few.

Describe how your congregation is organized for ministry and mission.

For example, how are decisions communicated in your church? How are teams or committees organized? Where does your church struggle for vision?

Open and transparent communication is a hallmark of our congregation and most program decisions are made in collaboration with one of the Ministries of the church. Decision making, while not explicitly based on the consensus model, tends to be less about voting and more about building agreement. We have a deep respect for one another and are committed to hearing all voices within the congregation. Over the last six years we have moved to a smaller Leadership Team model as the central lay-led leadership body of the church. This Team is responsible for long-term strategic planning and decision making. Also, the Leadership Team works in close collaboration with the other Ministries (both permanent and project-based) and brings larger decisions to the entire congregation.

- When it comes to decision-making, how many hours are spent in meetings per month?

Most ongoing Ministries meet monthly during the program year (September-June). The Lead and Associate Pastors actively attend meetings as needed, each taking responsibility for different Ministries and determining together when their involvement is needed or required. We aim for lay ministry terms to be three years - long enough to give members a chance to settle into their new roles, but short enough to avoid burnout.

- Think of a time when action had to be taken quickly, for example when a crisis or disaster occurred. How was that accomplished?

Most recently at the outset of the pandemic crisis, our Leadership Team held emergency meetings with the staff Ministry Team to determine what we should initially do about worship and other in-person activities at the church. Once a plan had been made and was implemented, then the LT commissioned a “regathering team” of lay people and staff to make further decisions about when and how to return to the building. This team is still active as we approach the new program year (fall 2021).

- Can you provide the next minister with a copy of an organization structure, bylaws and/or annual report to further explain the patterns of the church’s activity and governance?

Yes. We have recently updated our bylaws and gone through the process of assembling an operational handbook to capture institutional knowledge and encourage greater fluidity of volunteer movement through ministries. Annual reports are available on our website; password is “congo”.

3b. 11-YEAR REPORT

(add here the 11-Year Report developed with the help of your conference staff, UCC Data Hub, and MissionInsite)

UNITED CHURCH OF CHRIST										
ELEVEN YEAR CHURCH PROFILE BASED ON DATA REPORTED IN UCC YEARBOOKS										
Church#:	786572									
Assoc:	926	Schedule: 0	First Congregational Church in Winchester UCC			Winchester	MA	01890		
YEAR	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	CONFIRMATION	CONFESSION	TRANSFER OR REAFFIRM	DEATHS OR TRANS OUT	OTHER LOSSES	NET MEMBS ADDS-REMOVED	
2010	483	143	314	0	0	6	8	48	-50	
2011	475	132	190	17	11	12	5	43	-8	
2012	468	130	140	0	0	17	7	17	-7	
2013	461	140	133	11	0	0	10	8	-7	
2014	440	130	322	0	0	3	13	11	-21	
2015	422	136	158	0	0	5	8	14	-17	
2016	418	128	145	10	0	19	12	21	-4	
2017	408	127	175	11	0	6	10	17	-10	
2018	413	133	200	0	0	13	6	2	5	
2019	416	139	200	0	0	14	4	7	3	
2020	420	132	155	13	0	0	8	1	4	
YEAR	CURRENT EXPENSES	CAPITAL PAYMENTS	BASIC SUPPORT	TOT OTHER UCC GIVING	TOTAL OCWM	OTHER GIFTS WIDER MISSION	BASIC SUPP% CURR LOCAL	TOTAL EXPEND	PLEDGES AND OFFERINGS	
2010	\$576,912	\$0	\$41,500	\$8,887	\$50,387	\$58,016	\$108,403	7.19	\$685,315	\$543,752
2011	\$561,407	\$0	\$41,500	\$13,215	\$54,715	\$37,540	\$92,255	7.39	\$653,662	\$491,513
2012	\$561,407	\$0	\$41,500	\$0	\$41,500	\$0	\$41,500	7.39	\$602,907	\$0
2013	\$748,170	\$0	\$41,600	\$8,237	\$49,837	\$40,000	\$89,837	5.56	\$838,007	\$507,647
2014	\$839,302	\$0	\$52,000	\$40,312	\$92,312	\$19,239	\$111,551	6.20	\$950,853	\$568,632
2015	\$776,324	\$0	\$31,200	\$27,687	\$58,887	\$48,097	\$106,984	4.02	\$883,308	\$602,436
2016	\$798,282	\$0	\$36,117	\$7,828	\$43,945	\$58,889	\$102,834	4.52	\$901,116	\$548,639
2017	\$853,615	\$0	\$40,500	\$9,330	\$49,830	\$57,561	\$107,391	4.74	\$961,006	\$578,513
2018	\$868,632	\$0	\$41,000	\$9,518	\$50,518	\$68,525	\$119,043	4.72	\$987,675	\$601,224
2019	\$857,179	\$0	\$51,870	\$18,195	\$70,065	\$38,000	\$108,065	6.05	\$965,244	\$618,697
2020	\$909,207	\$0	\$48,400	\$1,840	\$50,240	\$50,315	\$100,555	5.32	\$1,009,762	\$628,324
% CHANGE	MEMBERS	AVG WEEKLY ATTENDANCE	CHR ED/ FAITH FORM	TOTAL ADDITIONS	TOTAL REMOVALS	CURR LOCAL EXPENSES	TOTAL OCWM	TOTAL EXPENDITURE		
2015-2020	-0.47	-2.94	-1.90	160.00	-59.09	17.12	-14.68	14.32		
2010-2020	-13.04	-7.69	-50.64	116.67	-83.93	57.60	-0.29	47.34		

3c. CONGREGATIONAL DEMOGRAPHICS

Describe those who participate in your church.

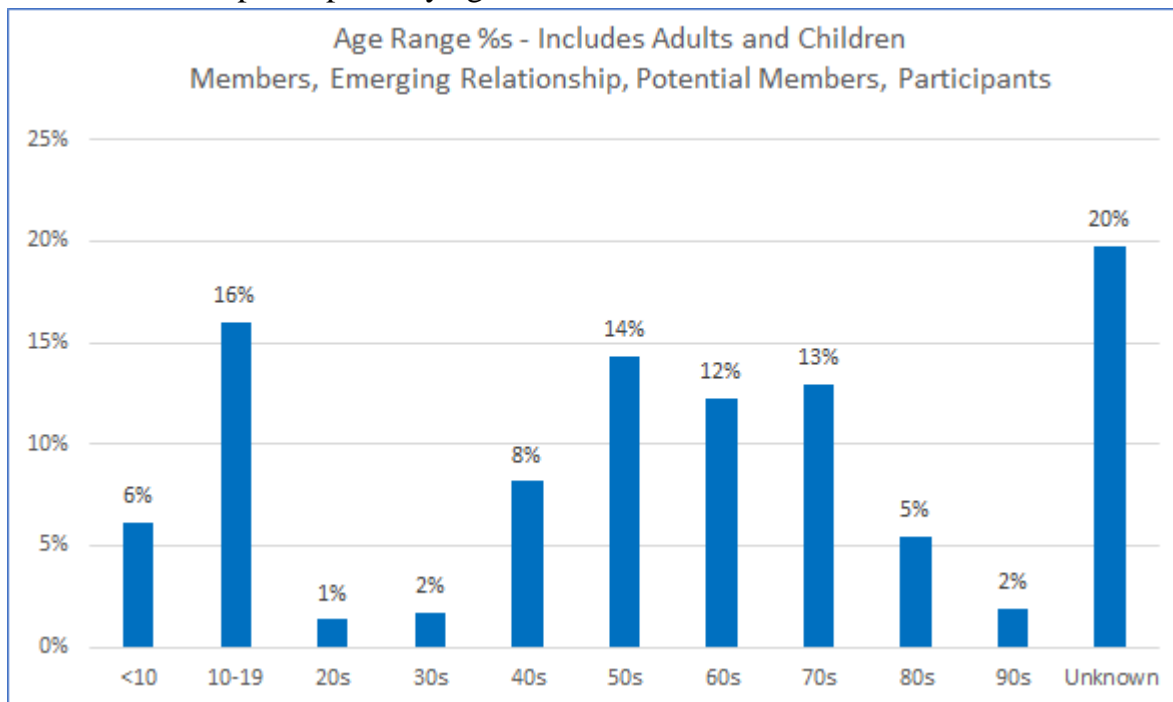
		Is this number an estimate? No
Number of active members:	420	We typically have around 130 attendees for in-person worship, and 200 for online worship.
Number of active non-members:	100	Participants, Potential Members, Emerging Relationships

Total of church participants (sum of the numbers above):	520	
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Percentage of total members who have been in the church:

	Count/%	<i>Is this number an estimate? No</i>
More than 10 years:	316 / 75%	
Less than 10, more than 5 years:	54 / 13%	
Less than 5 years:	50 / 12%	
Total	420	

Number of total participants by age:



Percentage of adults in various household types:

		<i>Is this number an estimate? No</i>
--	--	---------------------------------------

Single adults under 35:	2%	Yes.
Households with minors:	36%	
Single adults age 35-65:	9%	Yes.
Joint households with no minors:	40%	
Single adults over 65:	13%	Yes. Our total % of single, childless households is 21% across age groups.

Education level of adult participants by percentage:

		<i>Is this number an estimate? No</i>
High school:	4%	
College:	40%	
Graduate School:	49%	
Specialty Training:		
Other (please specify):	7%	7% have completed some college or vocational training.

Percentage of adults in various employment types:

		<i>Is this number an estimate? No</i>
Adults who are employed:	52%	36% work full-time, 16% work part-time.
Adults who are retired:	30%	
Adults who are not fully employed:	17%	4% are looking for work, 3% are not looking for work, and 7% are stay-at-home parents.

Describe the range of occupations of working adults in the congregation:

The majority of working adults in our congregation are white collar professionals. 26% work in business, while 39% are professionals, including lawyers, doctors, bankers, teachers, academics, scientists, and those who work in finance.

Describe the mix of ethnic heritages in your congregation, and the overall racial make-up. Most UCC congregations tend to describe themselves as “diverse.” Yet the vast majority of UCC congregations are mono-cultural. What does diversity mean in your context?

While Winchester is a majority white community (76.4%), we have a substantial and growing Asian population that has more than doubled between 2000 and today, up to 16%. The Latino community has also experienced recent growth, up to 3.4%. Our church somewhat resembles the makeup of our community, with a congregation that is 95% white. We’d like our congregation to better reflect the community we live in.

Has your congregation recently had a conversation about welcoming diversity, or do you plan to hold one in the near future (perhaps using, for example, the Welcoming Diversity Inventory)? Please note the date. Comment after the exercise:

We have not had a formal conversation on welcoming diversity, though we do have training for our Deacons and our Stepping Stones Teachers that encourages consciousness of hospitality, welcome and openness to diverse people. We have held two book studies on anti-racism and will also be engaging a UCC curriculum in 2022 on white privilege. Our Search Committee has had a training session on diversity, equity, and inclusion with a conference resource.

3d. PARTICIPATION AND STAFFING

Complete the following chart. Please leave blank any fields that are not applicable to your congregation.

Ways of Gathering	Estimated number of people involved in attendance	Who plans each of the listed gatherings? (<i>list any and all worship planners, such as various lay leaders, pastors, musicians, other staff</i>)
Adult Groups or Classes	100 total over the course of a year; range of attendance at a non-Bible study groups and programs is around 15-35	Adult Faith Exploration Ministry Health Ministry - Mental Health (NAMI) class Men's Discussion Group Women's Book Group
Baptisms (<i>number last year</i>)	During pandemic: 5 (1 Adult) Typically a dozen or so annually.	Lead Pastor, Associate Pastor
Children's Groups or Classes	Nursery - Varies Stepping Stones, up to 5 th grade ~30-55	Paid Nursery Supervisor Children's Program Coordinator Lay Class Teachers – Volunteers 5-10

Ways of Gathering	Estimated number of people involved in attendance	Who plans each of the listed gatherings? <i>(list any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i>
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Christmas Eve and Easter Worship	<p>Pre-pandemic: Christmas 5/6pm Pageant 320 10/11 pm 195 total: 515 Easter Sunrise - 50 9am - 170 11 am - 200 Total: 420</p> <p>During Pandemic: In-Person & Live Stream from Parking Lot: Christmas 2020 4 services total - 535</p> <p>Easter 2020 Recorded video 2 services total - 942</p> <p>Easter 2021 Parking Lot and Livestream of 3 services total - 312</p>	<p>Ministry Team Pageant - Children's Program Coordinator and Lay Class Teachers</p> <p>Pre-pandemic - Live During Pandemic - Recorded Video</p>
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Ways of Gathering	Estimated number of people involved in attendance	Who plans each of the listed gatherings? <i>(list any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i>
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Church-wide Meals	50-75 at Annual Meeting Luncheon, Past Special Luncheons have included Stone Soup, Martin Luther Anniversary, etc.	Various volunteers
Choirs and Music Groups	41 Choir Members, 14 in Bell Choir	Minister of Music and Worship Arts; Organist
Church-based Bible Study	~50 total for various Bible studies in the past year or two	Lead Pastor and Associate Pastor, in concert with Adult Faith Formation Ministry
Communion (<i>served how often?</i>)	1st Sunday of the Month	Ministry Team and Deacons
Community Meals	Bean Supper 200-300	Pop-Up Bean Supper Ministry
Confirmation (<i>number confirmed last year</i>)	13 in 2020	Associate Pastor with Guidance from Lead Pastor, Team of Lay Teachers (2-4)
Drama or Dance Program	Ripley Presents – Music Concerts, Art Exhibit. Public events. ~100-150	Ministry Team especially Minister of Music & Worship Arts
Funerals (<i>number last year</i>)	Typically, 10-15 a year Not many/none during COVID restrictions.	Lead Pastor and Associate Pastor Deacons serve as ushers for large funerals

Intergenerational Groups		
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Ways of Gathering	Estimated number of people involved in attendance	Who plans each of the listed gatherings? <i>(list any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i>
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Outdoor Worship	Blessing of the Animals, Blessing of the Palms	Pastors, Minister of Music and Worship/Arts
Prayer or Meditation Groups	Centering Prayer - Reno Garden, Before Worship Monthly	
Public Advocacy Work	Pride Parade, transgender education series, marching on behalf of detained immigrants, etc.	Pastors, congregants with personal ties to causes
Retreats	Silent Retreat 25 Church of the Woods Retreat 15 Ghost Ranch Youth Retreat 10-15	Health Ministry
Theology or Bible Programs in the Community	“What is the Bible?” 6-week studies 20-30	Adult Faith Formation, Pastors
Weddings (<i>number last year</i>)	None, due to Covid. Typically 10-12 a year	

Worship (time slot: __10 AM__)	132 in person; up to 200 online	Ministry Team
Worship (time slot: _____)		
Young Adult Groups or Classes	None	

Ways of Gathering	Estimated number of people involved in attendance	Who plans each of the listed gatherings? <i>(list any and all worship planners, such as various lay leaders, pastors, musicians, other staff)</i>
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Youth Groups or Classes	3-10 Junior Forum (Middle Schoolers); 15-25 Forum (High School) Forum/Mission Trips (fewer during pandemic)	2-3 Junior Forum Teachers and 4 High School Forum leaders, with input from the youth
Other	Divine Yoga 5-15 Transgender Day of Remembrance Vigil 12 Senior Spring Tea 40	Lay Volunteer Yoga Instructor Lay Volunteer Transgender Ally, Associate Pastor Health Ministry

Additional comments: none

List all members or regular participants in your congregation who are ordained, licensed, or commissioned ministers. Indicate those with current United Church of Christ Three-Way Covenants (i.e. serving in a congregation) or Four-Way Covenants (i.e. serving in a ministry beyond a congregation).

Name	Three- or Four-Way Covenant? (3 or 4 or No)	Ministry Setting	Type of Ministry Role	Retired? (Y or N)
Rev. Jessica McArdle		FCCW and Conference	Environmental Justice Work	N
Rev. Jonathan Goodell				Y
Rev. Lucy Sanders				Y
Rev. Paul Rahmeier				Y
Rev. Lisa Loughlin		Homeless Ministry	Chaplain at Outdoor Church	N

If one or more previous pastors or retired ministers currently hold membership in the church, describe their role(s) in the life of the congregation: no such situation

List all current staff, including ministers. Exclude the position you are seeking to fill. Indicate which staff person serves as head of staff.

Staff Position	Head of Staff?	Compensation (full time, part time, volunteer)	Supervised by	Length of Tenure for current person in this position
Lead Pastor	Head of Staff	full time	Leadership Team	6 years
Associate Pastor		part time	Lead Pastor	18 years
Minister of Music/Worship Arts		part time	Lead Pastor	18 years
Health/Wellness Minister		part time	Lead Pastor	20 years
Building Manager		part time	Lead Pastor	3 years
Interim Children's Program Coordinator		Interim part time	Lead Pastor	1 month
Building Supervisor		part time	Building Manager	2 years
Office Manager		part time	Lead Pastor	13 years
Organist		part time	Music Minister	17.5 years
Bookkeeper		part time	Lay Treasurer	2 years
Nursery Supervisor		part time	Interim Children's Director	2 years

REFLECTION

Reflection: After reviewing the congregational demographics and activities above, what does this information reflect about your congregation's overall ministry?

Two striking things occurred to us when looking at these numbers. The first is that our number of young children is low, as is our number of 20-somethings who either remain connected to the church after leaving for college, or who are attracted to our church as a young professional. This underscores our need for an effective pastor who can attract and minister to young people and their families. The second is that we have lost or diminished some of our most beloved church gatherings and traditions as of late, partly due to Covid, but prior to that, due to an inability to attract engaged volunteers. Again, this emphasizes our hope that an injection of new energy in the form of a new associate pastor may help us reimagine opportunities to bring the generations of our church together.

3e. CHURCH FINANCES

Current annual income (dollars used during most recent fiscal year)

Source	Amount
Annual Offerings and Pledged Giving	\$ 653,390
Endowment Proceeds (<i>as permitted within spending policy, such as a cap of typically 4.5%-5% on total return</i>)	\$ 202,000
Endowment Draw (<i>beyond what is permitted by spending policy, “drawing down the principal”</i>)	\$ -35,000
Fundraising Events	\$ 50,000
Gifts Designated for a Specific Purpose	\$
Grants	\$
Rentals of Church Building	\$ 52,630
Rentals of Church Parsonage	\$
Support from Related Organizations (<i>e.g. Women’s Group</i>)	\$
Transfers from Special Accounts	\$
Other (specify):	\$
Other (specify):	\$
TOTAL	\$ 923,020

Current annual expenses (dollars budgeted for most recent fiscal year): \$ 903,812

Attach most recent church budget, spending plan, operating statement, or annual treasurer’s report as shared publicly with the congregation, or – if your church does not pass an annual budget – list current budgeted expenses here.

Considering total budgeted expenses for the year, compare total ministerial support. What is the percentage?

Ministerial support represents 50% of 2021’s budget.

Has the church ever failed to pay its financial obligations to a minister of the church? No

Is your church 5-for-5, i.e. does it include each of the following contributions during the church year? (*indicate those included during the most recent fiscal year*)

☒ Our Church's Wider Mission (OCWM – Basic Support)

☐ One Great Hour of Sharing

☐ Strengthen the Church

☐ Neighbors in Need

☐ Christmas Fund

In what way is OCWM (Basic Support) gathered? If calculated as a percentage of operating budget, what is that percentage? (*recommended 10%*)

We migrated to UCM (United Church Mission) two years ago at the urging of our conference. The UCM contribution is budgeted at 5.7% of budgeted income.

What is the church's current indebtedness?

Total amount of loan debt: \$0

Reason for debt: [none - no debt]

Are capital and other payments current? Yes

If a building program is projected or underway, describe it, including the projected start/end date of the building project and the total project budget.

We have recently completed renovations of our secondary worship space, Ripley Chapel, as well as repairs of our historic steeple. There are no large construction projects planned in the near future.

If the church has had capital campaigns in the last ten years, describe:

Year(s)	Purpose	Goal	Result	Impact
2010	New roof, interior repairs and handicap accessibility	\$1,300,000	\$1,206,369	Stained glass windows in sanctuary repaired, new handicap ramp and restrooms.
2017	Ripley Chapel Renovation		\$398,272	Renovated our secondary worship space, Ripley Chapel, to serve as a sacred gathering space for our congregation and the broader community. Also repaired our historic organ.
2020	“Light the Steeple” Campaign	\$35,000	\$50,000	Increased and safer accessibility to lighting of our newly repaired steeple.

If a capital campaign is underway or anticipated, describe:

Year(s)	Purpose	Goal	Result	Impact
		\$	\$	
		\$	\$	

Describe the prominent mission component(s) involved in the most recent (or current) capital campaign.

The mission component behind the Ripley Chapel renovation was to make the church more outward facing and provide a community space to welcome others to enjoy art, music and thought-provoking speakers, in addition to giving us a more flexible worship space to be used by multiple generations of the congregation.

Does your church have an endowment? Yes

What is the market value of the assets? \$5,468,578

Are funds drawn as needed, regularly, or under certain circumstances? Endowment funds designated to support the operating budget are drawn quarterly.

What is the percentage rate of draw (last year, compared to 5 years ago)?

We cap our draw at 5% of the 3-year rolling average balance of our endowment, consistent with best practices in the academic and finance industry for maintaining the value and power of an endowment for future generations. The 3-year average helps dampen wild annual swings in investment results, thereby providing fairly steady support of the operating budget.

The annual draw from the endowment constituted 24.1% of our total operating budget revenue in 2016, and in 2021 it represented 23.5% of revenue.

Describe draw on endowment, if any, to meet operating budget expenses for the most recent year and the past five years:

The data given above was all for operating budget expenses.

At the current rate of draw, how long might the endowment last?

Our church policy is to draw at a rate of 5% of the 3-year rolling average of the endowment value. This is generally considered sustainable by the financial community, so the value of the endowment should not decrease substantially over time.

Please comment on the above calculations or estimates:

We believe that our endowment draw represents a reasonable approach because it requires that the congregation support more than 70% of our operating budget. This represents a 'healthy' church that enjoys the active participation of current members.

Other Assets

Reserves (savings): \$ 155,931

Investments (other than endowment): \$ 237,320

Does your church have a parsonage? No

Fair market rental value of the parsonage:

How is the parsonage used?

Street / City / State / Zip:

Finished square footage:

Number of Bedrooms, Number of Bathrooms:

Assessed real estate value:

Available for minister residence: Y/N

Expected minister residence: Y/N

Condition of structure, systems and appliances

Entity in the church responsible for review and needed repairs

Describe all buildings owned by the church:

We have a large beautiful facility that contains a main sanctuary, a newly renovated chapel (Ripley Chapel), a large hall with a formal stage (Chidley Hall), a kitchen with industrial appliances, the main office, Forum Room, Music Room, multiple offices and many rooms that are used for Stepping Stones, meetings, and other events. Our regular renters are The Neighborhood Cooperative Nursery School and the Winchester School of Chinese Culture, but many other sporadic renters come and go as well. We love our historic building, but it continues to be a struggle to keep it repaired and beautiful. Our hope is to have a solar array on the roof to help us live more sustainably within the building while caring for God's good earth.

Describe non-owned buildings or space used or rented by the church: None.

Which spaces are accessible to wheelchairs? (*worship space, pulpit, fellowship space, facilities, etc.*)

Our primary public spaces (sanctuary, chapel, fellowship hall, meeting rooms) are handicap accessible. The sanctuary's chancel, the main office and lobby, and the third-floor offices that are mostly rented by outside groups are not handicap accessible.

Reflection: After reviewing the church's finances and assets described above, what does this information reflect about your congregation's mission and ministry?

For example, when was a time the church made a major budget change? How is the budgeting process done? What new ministry initiative has your church financed?

Our budgeting process involves all major stakeholders (typically a group of 12 individuals representing the various ministries of the church). A draft budget is presented to the congregation, discussed, and voted upon. We attempt to use the budget process to maintain that which is working for us, reallocate funds that are not being reliably spent, and encourage new initiatives to take root. An example of a new program that we have recently funded is the Environmental Justice Ministry.

3f. HISTORICAL INFORMATION

Name one to three significant happenings in the history of your church that have shaped the identity of your congregation. Add the most important event in the life of your church in the past 10 years.

1. During the Vietnam War, all pastors resigned together because the church would not support their anti-war stances. This was a time of significant conflict within the congregation.
2. Becoming an Open and Affirming Congregation, a long and healthy process with no division in the church. We are a church that always tried to honor the LGBTQIA community, from performing gay marriage as soon as it was legal to hiring LGBTQIA ministers.
3. Renovation of Ripley Chapel, thanks to a donation from a beloved member of our congregation, Jena Roy.

The most important event or process in the life of the church over the last 10 years was the transition from our 23 year pastorate with Rev. Skip Waterbury, through a time of self-discovery and organizational change (Holy Conversations, Holy Destinations and Transitional Team and Interim Time work) culminating in the clarifying of our purpose and the calling of our current Lead Pastor, Rev. Will Burhans.

Describe a specific change your church has managed in the recent past.

Every church has conflict, some minor, some larger. “Where two or three are gathered, there will be disagreement....” Describe your congregation’s values and practices when it comes to conflict.

For example, what is an example of a recent conflict and something your congregation learned from it? Describe an occasion when your church experienced conflict without being able to resolve it well. Does your church have policies, protocols or structures for dealing with conflict?)

The departure of the previous Senior Pastor was an example of simmering internal conflict among the church body that was not resolved adequately. It resulted in several staff members who were upset and hurt and a lack of timely leadership decisions that prolonged the conflict longer than necessary.

Thanks to important healing work facilitated by an interim Minister, we have put more structure around communication, reviews and staff support, and implemented problem solving approaches to prevent future conflicts. Staff members are now encouraged to develop their own Ministerial Relations Committee, and are each assigned a liaison from the Personnel Ministry, so issues or concerns can be addressed openly. Our current staff now believes that this work

was invaluable in that it has set the stage for the current dynamics of healthy, open communication among the congregation.

We put these values into practice recently when there was some conflict around the proposed 5-year Strategic Plan for our congregation. The suggested plan calls for the elimination of the current Health Ministry Position which will be vacated by the retirement of the current Minister. At the same time, there is much focus on providing greater staff resources into the Associate Pastor of Youth and Families call, and the Children's Program Coordinator to support this position. The main difference in opinion stems from some elders of the church, who are worried that their needs, as well as other important programs conducted through the Health Ministry, could be neglected. These concerns manifested themselves during the Congregational meeting where the proposed plan was presented. As a result, a Task Force was created which includes the current Health Minister, the Lead Pastor, and other community members to study the proposed 5-year plan and develop a way forward that will hopefully meet the needs of the entire congregation and lead to greater cohesiveness.

Ministerial History (include all previous ministerial staff for the past 30 years)

Staff member's name	Years of service	UCC Standing (Y/N)	Last Year at FCCW
Ashley Rooney, Youth Minister	2 years	N, not ordained	1991
Rev. Ginger Brasher Cunningham, Youth Minister & Parish Life	8 years	Y	2001
Rev. Laura Tuach, Youth Minister & Parish Life	1 year	Y	2002
Jim Matarazzo Jr., Interim Minister to Youth	1 year	Licensed	2003
Carol Jones, Minister of Christian Ed - Church School and Adults	20 years	N	2009
Summer Finnell Shaud, Church School Supervisor	1 year	N	2010
Kendrick Oliver, Church School Coordinator	1 year	N	2011
Justin Pearl, Church School Coordinator	1 year	N	2012
Rev. Dr. George "Skip" Waterbury, Senior Pastor	23 years	Y	2013
Rev. Marlayna Schmidt, Interim Minister	2 years	Y	2015
Ben Pulaski, Church School Program Director (4 years PT), Minister Children & Youth Faith Formation (4 years FT)	8 years	N, not ordained	2020

Comment on what your church has learned about itself and its relationship with persons who provided ministerial leadership:

Has any past leader left under pressure or by involuntary termination?

Y/N/Ask us

No

Has your church been involved in a Situational Support Consultation?

Y/N/Ask us

No

Has a past pastor been the subject of a Fitness Review while at your church?

Y/N/Ask us

No

4. WHO IS OUR NEIGHBOR?

“You shall love your neighbor as yourself.” (Matthew 22:39 NRSV)

a. COMMUNITY VISION

b. MISSION InSite

4a. COMMUNITY VISION

How do the relationships and activities of your congregation extend outward in service and advocacy?

For example, which service activities has your church participated in this past year? Where has the church participated in global connections of care and justice? What is currently transformational in your church’s engagement with neighbors near or far?

We have an active Outreach Committee that not only directs grants to deserving causes but fosters longer-term relationships with non-profits and community programs that we can support with service as well as dollars. These include the Outdoor Church, offering faith and food to the homeless population of Cambridge; the Dwelling Place, a soup kitchen in the neighboring town of Woburn; and our sister congregation at the Pilgrim Church in Dorchester, where our youth deliver turkeys each Thanksgiving. Our outreach is also informed by the involvement of our members, several of whom are personally involved with Refugee Immigration Ministry.

Increasingly, we are attempting to be more visible in our community on issues of social and environmental justice. We are joining with other clergy in support for affordable housing in town, marching in support of detained immigrants, hosting discussion series on the issues of anti-racism and transgender identity, and putting on a Repair Cafe to help people prolong the life of belongings, rather than replacing with new.

Describe your congregation’s participation in meetings, relationships and activities connecting the wider United Church of Christ (association / conference / national setting).

Our clergy and members have been involved in various roles in the conference and association. We gladly host the offices of the Metro-Boston Association of the SNEUCC on our third floor and have held numerous association and conference events in our space as a result. While we do have delegates who attend annual meetings, ecclesiastical councils and other denominational events, we need to work on expanding and rotating our delegate pool.

Many local churches love to tell the story of what they are doing in the community to transform lives. Some have identified certain aspects of their witness into the wider community using language shared with other UCC congregations. (Find more information as desired at ucc.org.)

Check any statements below that apply to your UCC faith community.

- | | |
|--|---|
| <input type="checkbox"/> Accessible to All (A2A) | <input type="checkbox"/> Just Peace |
| <input checked="" type="checkbox"/> Creation Justice | <input type="checkbox"/> Global Mission Church |
| <input type="checkbox"/> Economic Justice | <input checked="" type="checkbox"/> Open and Affirming (ONA) |
| <input type="checkbox"/> Faithful and Welcoming | <input checked="" type="checkbox"/> WISE Congregation for Mental Health |
| <input type="checkbox"/> God Is Still Speaking (GISS) | <input type="checkbox"/> Other UCC designations: |
| <input type="checkbox"/> Border and Immigrant Justice | <input type="checkbox"/> Designations from other denominations |
| <input type="checkbox"/> Inter-cultural/Multi-racial (I'M) | <input type="checkbox"/> None |

Reflect on what the above statement(s) mean(s) to your community. Is your congregation interested in working toward any of the above statements of witness in the near future?

Creation Justice - We have an active Environmental Justice Ministry that continually makes the connection for us between faith and eco-justice. We have been working through the Green Congregation challenge and hope to continue to find ways to live sustainably within our church building and eventually reach net zero emissions. This year our church will decide what kind of solar panels to install on our roofs and when.

Open and Affirming - We regularly have a contingent of our congregation that marches in the Gay Pride parade in Boston and have hosted a number of transgender awareness events over the last couple of years.

Wise Congregation For Mental Health - While this is not an official designation for us, we have an active Health Ministry and a Health and Wellness Minister who throughout the year offers programs on mental health and wellness, and we host a NAMI group within our building that members have attended. We also have a Health Ministry Sunday that often lifts up issues of mental health within our worship service, and our pastors work to keep such concerns at the forefront of our prayer times in worship.

Describe your congregation's participation in ecumenical and interfaith activities (with other denominations and religious groups, local and regional).

Our clergy attend the Winchester Interfaith Clergy group that meets once a month. We have a yearly ecumenical blessing of the Palms on Palm Sunday and occasional gatherings or vigils that we organize across our houses of worship. After the violence at the synagogue in Pittsburgh, we held an interfaith vigil at Temple Shir Tikvah. We helped lead a Black Lives Matter gathering with a ringing of church bells after the death of George Floyd. We participated in a candlelight vigil at the violent death of a local young woman. Our Youth have joined with Temple Shir Tikvah youth in bringing sandwiches to the homeless for Outdoor Church. Our Lead Pastor and Associate Pastor joined other clergy from across the country to protest the Keystone Pipeline in North Dakota. Decades ago, our church hosted the Jewish community in our basement while their temple was being built.

In the past, our youth minister organized some opportunities for our youth to attend worship at congregations of various faiths together with the youth of Temple Shir Tikvah, and we hope our new Associate Pastor might be willing to offer some similar comparative religious education and experience to our middle and high school students.

If your congregation has a mission statement, how does that mission statement compare to the actual time spent engaging in different activities? Think of the range of activities from time spent gathering, to governance, to time spent going out.

“We are a Christ-centered, nurturing community, growing in faith, serving in love, welcoming all with joy.”

We strive to put God in the center of all we do, and to uplift and support one another in joy and sorrow. We believe that we currently live into our welcoming tenet, but would like to shore up time spent serving others, and deepening our faith through study and prayer, in particular by adding more opportunities for young families to engage with the rest of the congregation in learning and service. We would like to spend less time worrying about the upkeep of our beautiful, historical, aging building, and more time out in the world, continuing to meet and engage with those who may be looking for comfort or a spiritual home.

Reflect on the scope of work assigned to your pastor(s). How is their community ministry and their ministry in and on behalf of the wider church accounted for in the congregation's expectations on their time?

We recruited our current Lead Pastor, Rev. Will Burhans, with the explicit idea of becoming a more outward-facing congregation. In fact, his job description includes the expectation that he will spend 20% of his time networking and building relationships with people outside the four walls of the church. We are not always successful in clearing the way for him to do so, but we have certainly built stronger connections with local organizations and other congregations in Winchester, and established our Ripley Presents series as an offering to the community, during his tenure. We would have a similar expectation and hope for our Associate Pastor, not only because it makes us more visible in the community, but because it is energizing and affirming work for the right candidate.

4b. MISSION InSite

Comment on your congregation's MissionInSite report with data for your neighborhood(s) or area. What trends and opportunities are shown?

Our MissionInSite report confirms that we are on the right track in terms of offering a warm and welcoming atmosphere, as well as our plan to provide additional service and justice work opportunities, adult social activities and cultural programs in the arts, which are all listed as strong to moderately strong ministry preferences in our town. We were surprised to see that children and youth programs did not rank as high in stated importance, but this survey was conducted before the largest Catholic church in our area, which enjoyed a very strong youth program, experienced some internal conflict that has left many families in our area disillusioned or looking for other alternatives.

The top life concern listed in our area is saving and planning for retirement, which reinforces our concern that we desperately need a strong planned giving program and financial education for our members. For various reasons, we have struggled to get planned giving initiatives off of the ground.

How do your congregation's internal demographics compare or contrast to a) the neighborhoods adjacent to your church, and b) other neighborhoods with which your church connects?

Winchester as a town is more educated, more affluent, and less diverse than some surrounding neighborhoods, and the Boston metro area as a whole. Likewise, our church is less diverse than our surrounding community.

How are the demographics of the community currently shaping ministry, or not?

Our offerings, particularly our focus on furthering exposure to the arts, reflect the community we live in. Despite our lack of diversity, we are hearing an increasing call from our congregation for the church to both speak out in support of racial, economic, and ecological justice as well as to provide opportunities for our members to get educated on, and participate in, resolution to these issues.

What do you hear when you talk to community leaders and ask them what your church is known for?

We are known by Winchester as a vibrant, welcoming and generous congregation that provides space for the community to gather and engage. Whether hosting the local Boy Scout troop, organizing concerts and art shows in Ripley Chapel, offering a cup of coffee and a blessing for commuters on Ash Wednesday, or showing summer movies on the front lawn for local children, we try to be a non-judgmental haven of community, connection, and respite. We are also known by our physical building -- our tall steeple is a local landmark that can be seen from all around town!

What do new people in the church say when asked what got them involved?

A key component of our mission statement is “Welcome all with joy,” and new members say we deliver on that. New faces are greeted with a friendly welcome, engaged in conversation after services, and invited to return. Then they are asked to get involved at a deeper level, perhaps asked to join the choir, lend their skills on a Habitat for Humanity work day, or participate in a ministry. They feel seen because someone -- a pastor or a fellow member -- has noticed their unique interest or talent and invited them to use it for God’s purpose.

5. REFERENCES

Name up to three people who have agreed to serve as phone and written references. Advise the three references: “The contact information you provide may be shared publicly. Please use contact information that you feel comfortable giving to candidates so they can reach you with their questions.”

Make sure they are not members of your church but are persons who know your church well enough to be helpful to candidates seeking more information. Request a letter from each reference in answer to the four prompts below. Attach the letters (up to three) as desired.

REFERENCE 1

Rabbi Cari Bricklin-Small, Rabbi, Temple Shir Tikvah

646-220-6047

rabbicari@shirtikvah.org

Shir Tikvah is our physical neighbor and the local temple here in Winchester. We work with Cari on the Winchester Interfaith Clergy Council.

REFERENCE 2

Rev. Dr. Ken Orth, Pastoral Counselor

781-643-1112

ken.orth@comcast.net

Ken’s office is located in our physical building and he is familiar with our congregation, as well as a frequent participant in our worship life.

REFERENCE 3

Dot Butler, Co-President of Winchester Got Lunch

781-856-8700

butlermaild@gmail.com

Our church supports Winchester Got Lunch, a community-based program that provides healthy food to students in need during the summer months when they don’t have access to subsidized school lunches.

PROMPTS FOR REFERENCES

Describe some areas of strength in this church’s ministry.

Describe some areas for improvement in this church's ministry.

Describe a significant experience you have had of this church's ministry.

Anything else you wish to share.

6. CLOSING THOUGHTS

- a. CLOSING PRAYER
- b. STATEMENT OF CONSENT
- c. CONFERENCE/ASSOCIATION VALIDATION

6a. CLOSING PRAYER

Include here any prayer or dream for the minister you imagine journeying toward you... a poem, for example, or a Scripture passage or a piece of music that is meaningful to your Search Committee:

We have chosen a prayer from the Iona Community out of Glasgow, Scotland, an international, ecumenical Christian movement working for justice and peace, the rebuilding of community, and the renewal of worship. Our lead pastor sometimes uses their prayers and reflections during services.

We find it meaningful because it highlights the importance of silence, which is something that we've been fostering within our communal lives through reflective times in worship and Centering Prayer. It also emphasizes justice, compassion, and mercy, which we seek to honor and are lifting up in our strategic plan. Finally, our faith is centered on the WORD made flesh. Jesus' life is the very voice of God, a lived word that incorporates both voice and silence.

Prayer for Three Voices

Voice 1: God of justice, keep us silent when the only words we have to utter are ones of judgement, exclusion or prejudice. Teach us to face the wounds in our own hearts
(Silence)

GOD OF JUSTICE, GIVE US POWER OF SPEECH TO RESIST INJUSTICE, OPPRESSION AND HATE, NOT ONLY ON OUR OWN BEHALF BUT FOR OTHERS WHO ARE NOT HEARD. MAKE US PEACEMAKERS AND RESTORERS OF THE STREETS.

Voice 2: God of power, keep us silent so that we may listen respectfully to another person's pain without trying to fade or fix it, for you are present within each one of us
(Silence)

GOD OF POWER, GIVE US COURAGE TO SHARE OUR GIFTS OF SPEECH TO COMFORT,
UPHOLD AND STRENGTHEN. LET US BE A GLIMPSE OF YOUR LOVE TO THOSE IN NEED.

Voice 3: God of love, in the silence of our hearts give us words of welcome, acceptance and renewal so
that when we speak our words come from you (Silence)

GOD OF LOVE, GIVE US VOICES OF PRAISE TO CELEBRATE EACH OTHER AND THE
GLORIES OF CREATION BELIEVING THAT WE ALL LIVE WITHIN YOUR BLESSING.

-Yvonne Morland



We are a Christ-centered, nurturing community, growing in faith, serving in love and welcoming all with joy.

Job Description

Title: Associate Pastor for Youth and Families

Reports to: Lead Pastor

Position Status: Salaried; Full-time

Overview: The Associate Pastor is called by the congregation to serve God and Christ's church with leadership that is open to the Spirit, rooted in biblical teaching, honoring the liberal Protestant tradition, and sensitive to the way "God is still speaking" in our modern world. The candidate would have particular responsibility for the youth and families within the church but also share their gifts broadly with the wider congregation, participating in the worship and ritual life of the church alongside the Lead Pastor and tending to the nurture, education, and mission life of the entire church community.

About You

We are looking for someone with the following personal qualities. Do these describe you?

- Passionate – Your heart sings when talking about God and the Christian faith even while you're open to the beauty of other religious traditions.
- Energetic -- When you see a long to-do list, your first reaction is "Let me at it!"
- Charismatic -- Children and youth are attracted to you like the Pied Piper
- Curious -- You are often asking questions, eager to learn, and inviting others to learn along with you
- Collaborative -- You thrive in a team setting knowing that it's often where two or three are gathered that Christ's Spirit is most at work.
- Supportive -- You relish helping people find their particular talents to serve God in their lives and to accomplish the work of the church

Responsibilities

- ***Children, Youth and Families***

- Oversee the Stepping Stones (Sunday School) program to ensure that our children have a dynamic and engaging experience learning about God and principles of the Christian faith, by hiring, guiding, and supervising a part-time Children's Program Coordinator who will support volunteers, help plan events, and cover administrative work.
- Lead, support, and accompany our middle schoolers and high schoolers in navigating their lives by encouraging their relationship with God, building healthy community and developing their moral sensibilities through youth programming that includes weekly meetings, worship and prayer, social events, mission trips, and retreats
- Offer, in collaboration with the Lead Pastor, a weekly Time for the Young during services that connects the scriptural theme of the day to children's lives.
- Increase involvement of our children and youth in the broader life of the church, including participation in worship and involvement in multi-generational activities such as service and outreach
- Recruit volunteers to work with the children and youth and ensure those giving their time and talents feel equipped to work with children at various ages and supported in sharing their own faith
- Offer pastoral care to parents and develop programming that supports their effort to nurture the faith lives of their children.
- Engage with children and families in activities beyond the church doors, such as attending Winchester community events and programs that the children and youth are involved in.
- Participate in community or conference groups of fellow children and youth ministers, and other UCC conference or interfaith activities as needed
- ***Justice, Creativity, and Outreach***
 - Understand the work for justice as an expression of Christ's love in the world, and that the church has a role to play in advocating for all forms of justice (including racial, economic, and environmental). This includes developing programming to help our youth and congregation understand how they can advocate for justice as followers of Christ.
 - Engage creatively with our young members and other Winchester youth in worship and connection in our newly renovated Ripley Chapel, our church's offering of a community-oriented gathering space
 - Energize the church's outreach efforts to serve those in need in the greater Boston area and beyond
- ***Worship, Ritual, Healing, and Pastoral Care***
- Collaborate with the Lead Pastor and Minister of Music and Worship Arts to plan and lead worship and rituals for the Congregation by:
 - Administering the sacraments of the church
 - Delivering sermons (typically 10-12 per year) as requested by the Lead Pastor
 - Sharing worship leadership with the Lead Pastor for summer services by supporting lay preachers and volunteer musicians
 - Performing weddings, baptisms, and funerals as needed

- Harness technology and social media to engage the congregation and grow our reach and accessibility.
- Provide pastoral care and visitation across the generations of our congregation
- Support contemplative practice and the healing arts for health in body, mind, and spirit for both children and adults through practices such as Centering Prayer, Meditation, and Healing Prayer.
- Meet regularly with the Lead Pastor, the Ministry Team, and various Sustaining and Living Ministries within the church to participate in information sharing, planning, and evaluation of current and future programs and projects
- Minister according to the guidelines of the Safe Church Policies and Procedures and ensure that all church activities operate within those guidelines. This will include attending regular trainings and serving as a mandated reporter, required to report all reasonable suspicions of abuse to any vulnerable persons to the state authorities who are charged with dealing with an act of abuse against any vulnerable person in a church building, on church grounds, or while participating in a church-sponsored activity or program off site.

Qualifications

Qualified applicants will:

- Be an ordained minister with standing or eligibility for standing in the United Church of Christ
- Be committed to the progressive Christian theology of the United Church of Christ and the inclusivity of an Open and Affirming Congregation
- Possess excellent interpersonal skills, including the ability to be both a leader and a team player, work well with volunteers and staff, and effectively manage conflict.
- Be fluent in social media used by our congregation and youth (TikTok, Instagram, SnapChat, Facebook, etc.) while modeling a healthy understanding of boundaries
- Have a comfort level with technology such as Zoom, Google Docs, Power Point, etc. and other remote collaboration tools used by our staff and congregation
- Be willing to submit to a criminal background check through Criminal Offender Record Information (CORI) system for the state of Massachusetts.

Evaluation

Performance is reviewed annually through a process administered by the Personnel Ministry, in consultation with the Lead Pastor and appropriate boards and committees of the church.

Anticipated Start

Winter/Spring 2022

6b. STATEMENT OF CONSENT

The covenantal relationship between a church and those called by that church to serve as pastors and teachers and in other ministerial positions is strengthened when vital information is openly shared by covenantal partners. To that end, we attest that, to the best of our abilities, we have provided information in this profile that accurately represents our church. We have not knowingly withheld any information that would be helpful to candidates.

As the committee charged with the responsibility for identifying and recommending suitable new minister for our church, we have been authorized to share the information herein with potential candidates. We understand that a candidate may wish to secure further knowledge, information, and opinions about our church. We encourage a candidate to do so, recognizing that an open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position.

1. Which individuals and groups in the church contributed to the contents of this Local Church Profile? (*for example, church council or consistory, transition team, etc.*)

This church profile was put together by our search committee but was heavily informed by the Strategic Plan recently developed by our Leadership Team, with input from the Congregation. Our Lead Pastor, finance committee, and membership registrar/archivist also contributed to the contents.

2. Additional comments for interpreting the profile:

Signed: Dina Pradel

Name / Title / Date: Chair, Search Committee, 11/15/21

6c. VALIDATION BY CONFERENCE/ASSOCIATION

The congregation is currently in good standing with the association / conference named.

Staff Comment:

To the best of my knowledge, ministerial history information is complete.

Staff Comment:

To the best of my knowledge, available church financial information is presented thoroughly.

Staff Comment:

My signature below attests to the above three items.

Signature: 

Name / Title: Rev. Alex Shea Will, Area Conference Minister

Email: SheaWillA@sneucc.org

Phone: 781-369-9917

Date: 11/16/2021

This document is created through support to Our Church's Wider Mission (OCWM) and is only possible through the covenantal relationships of all settings of the United Church of Christ.

"Jesus answered them, 'Have faith in God!'" – Mark 11:22