

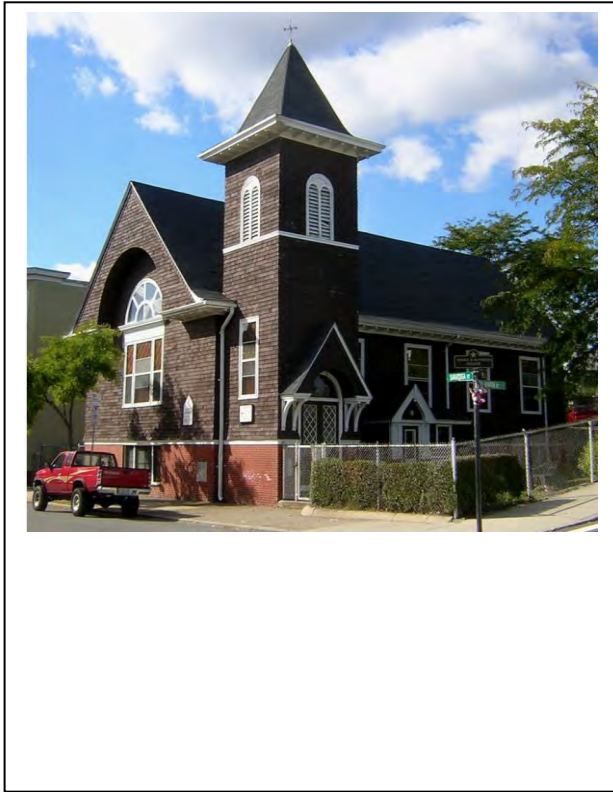
**GRACE FEDERATED CHURCH  
SEEKING LEADERSHIP  
FOR A DESIGNATED TERM POSITION**

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 document 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 a suitable leader for the interim time 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.

\_\_\_\_\_  
Signature of Search Committee Chairperson

\_\_\_\_\_  
Date



Church Name: Grace Federated Church

Address: 760 Saratoga Street, East Boston, MA

Facebook:

<https://www.facebook.com/pages/Grace-Church-Federated/150333505009721>

Date of vacancy: September 1, 2017

Contact Person and information:

Peter Chipman

[pchipman@gmail.com](mailto:pchipman@gmail.com)

### **Ministry flows from mission.**

A time of transition in the life of a congregation is an opportunity to gain clarity on the church's mission. The MA Conference is living into this mission "Rooted in the grace of God, the mission of the Massachusetts Conference United Church of Christ is to nurture local church vitality and the covenant among our churches to make God's love and justice real."

### **What is your local church's mission? (Please share your church's mission statement here or name that one needs to be developed):**

The mission of Grace Federated Church is to Connect, Grow, Serve and Invite: Help people connect to Christ in worship, grow and serve in ministry, and invite others to join with us.

The most typical situations in which a church would seek a designated term pastor are:

1. A church in process of major restructure, assessment of viability, physical re-location, uniting or yoking with another congregation.
2. A church coping with the aftermath of major conflict or trauma.
3. A church whose continuing viability is doubtful.
4. A church where the regular search & call process may have proved difficult due to size, geographical location, or other issues.
5. A church in process of staff reconfiguration, where a particular ministry will be staffed to maintain needed programming while the reconfiguration of responsibilities is designed and accomplished.

Our church is choosing to engage a designated term pastor at this time because we understand the work before us to be in the category of number 1 (choose the situation from the five above that best describes the work that is before the church in the present moment and describe why.)

Grace Church Federated seeks a designated term pastor at this time to undertake the regular roles and responsibilities of an outgoing quarter-time minister who has recently resigned, as well as establish new spiritual leadership to the church and ministerial initiative to increase vitality to a historical congregation.

### **Designated Term Ministry Pastor Goals:**

With specificity and clarity, please describe what you hope to accomplish during the Designated Term Ministry Time:

- A. Maintain regular worship service through sermon preparation and Sunday service leadership (75% of time).
- B. Increase capacity of Grace Federated Church through a "Special Project" work (25% of time)  
This might include some of the following:
  - a. Focus on new or potential visitors (in the service, food pantry, in the community)
  - b. Build up existing resources through empowered lay leadership
    - i. Improve financial contribution process
    - ii. Increase and mobilize lay outreach efforts
    - iii. Increase adult and children Christian education & ministry
  - c. Openness to candidate unique skillset and passion
- C. It is ideal, but not required, that the candidate lives in East Boston.

Please describe how you will know if these goals have been accomplished.

Grace Church Federated would know goals were successfully accomplished if there is evidence of:

- A. Improved or increased investments (financially and ministerially)
  - a. Ideally an increase in community engagement, i.e., attendance at Sunday worship, outreach events, and/or the food pantry.
- B. Satisfactory pastoral and ministry review from a pastoral review committee.

### **Intro to our church:**

In a paragraph or two for each item, please provide the following:

#### **Brief History:**

With the growth of East Boston as a settlement in 1834, a need was seen for a church and meetinghouse for the inhabitants. The church was founded under the name First Congregational Church in East Boston, which on July 7, 1837, was changed to Maverick Congregational Church by the Society's majority shareholders. First located in a Federal-style meetinghouse at the corner of Maverick and Havre Streets, the church moved in 1844 to a Gothic Revival edifice at the corner of Sumner Street and Maverick Square, before settling into a larger Gothic Revival structure in Central Square in 1875. Meanwhile, a second church had been established on November 17, 1852 as the Maverick Church Chapel by the Maverick Congregational Society on land given by the East Boston Company. That chapel too moved more than once before the construction of the current structure on the corner of Byron and Saratoga streets in 1903, eventually being renamed as the Baker Congregational Church.

The Maverick and Baker churches merged in the mid-20th century to form Baker-Maverick Congregational Church, and then merged again with the two Episcopal parishes of St. John's (formerly on Lexington Street) and St. Andrew's, completing the merger in 1949. Today the church is known as **Grace Church Federated**. The 1903 shingle style church building by John Nelson Thisland was added to the National Register of Historic Places in 1998.

#### **Church Strengths:**

- Open, welcoming
- Conduct annual diverse events that bring in new visitors
- Worship in a diverse community of East Boston
- Non-homogeneous worshipping community (including younger attendees)
- There is potential to expand the congregation and work creatively in a historically-rooted congregation (longest-running congregation in EB)
- Congregational-episcopal a unique blend

#### **Our Challenges:**

- Opportunity for deepened welcoming into church
- Need for some orientation to unique structure of worship service
- Fully serving both congregational-episcopal members' needs

Is there unresolved Conflict in Church?  Yes  No

Level of Conflict in Your Church (Low 1, 2, 3, 4, 5 High): \_\_\_\_\_

(As identified by Speed Leas, in a Leadership Magazine article in 1989:

1. "We have problems to solve, but we can do it!"
2. "We're not communicating. There seems to be a low level of trust...but we are talking!"
3. The focus has changed to "winners/losers!" Emotions are escalating. Some folks are leaving. At this level it is wise to seek outside help!
4. The goal is "divorce," and getting people to quit. There are active attempts to manipulate or sabotage processes. Open communication is not being practiced.
5. Not only wanting others to leave, but seeking to hurt others in revenge!

Was the previous leader a contributor to the conflict?  Yes  No

If yes, please explain: Some (not all) parishioners have been displeased with the spiritual leadership (preaching and pastoral care) of outgoing minister. These members motioned that the minister should submit her resignation letter. The minister did resign, but cited personal reasons (relocation).

What has the congregation and leadership learned about its role in the creation and resolution of the conflict? The congregation has learned that more communication needs to happen among members, and there is a need for an evaluation committee to give feedback to church leaders about member satisfaction and pastoral performance. Some steps have been taken to address these concerns, including more regular meetings with open communication.

#### BASIC STATISTICS:

#Church Members	Average Worship Attendance	CE Participation	Adult Ed Participation
Average 19	10-14	3 regular (parent-led)	N/A

2016 Income	2016 Budget	2016 UCC Mission Giving	Reserves & Endowments	Compensation being offered
\$50,175.38	\$36,489.00	\$0		\$35,000-38,000, commensurate with experience

Generally, the starting place of negotiation for the Compensation Package offered to the Designated Term Pastor is the same as that of the most recent pastor.

Cash Salary offered \$ \_\_\_\_\_

Conference Compensation Guidelines (salary range): \$ \_\_\_\_\_

Housing

- Housing allowance only  
 Parsonage only  
 would offer either

\_\_\_\_\_ Pension Contribution (14% of Base Salary plus housing)  
\_\_\_\_\_ Social Security Allowance

\_\_\_\_\_ Health Insurance      \_\_\_\_\_ Individual      \_\_\_\_\_ Family  
 \_\_\_\_\_ Dental Insurance      \_\_\_\_\_ Individual      \_\_\_\_\_ Family  
 \_\_\_\_\_ Vacation (1 week per quarter for full time)  
  X   Meetings  
 \_\_\_\_\_ Business Mileage Reimbursed (IRS Rate)

One time Criminal Background Check fee of \$140 reimbursed to the Designated Term Pastor.

Covenant/Contract will be for: \_\_\_\_\_ 24 months      \_\_\_\_\_ 36 months or other:   X   24-36 months, longer with successful performance

Is this full time or part time?

*The Designated Term Pastor is a part-time position: 15-20 hours per week, with opportunity to increase hours upon successful performance.*

The Designated Term Pastor will be selected by: \_\_\_\_\_

*The Designated Term Pastor will be selected by the members of Grace Federated Church, as presented by the Grace Church Search Committee.*

+      +      +

Once a Designated Term Pastor has been chosen and a covenant has been signed, please forward the following documents to the Waltham Office –

- Copies of the Interim Covenant/Contract
- Documents outlining the conditions for terminating the covenant/contract.

It is customary that the church or Designated Term Ministry Pastor may terminate the contract only after 60 days notice of such intent.

Associate Conference Minister:	Rev. Wendy Vander Hart
Phone	781-369-1396
Email	vanderhartw@macucc.org

Once a Designated Term Ministry Pastor has been chosen and a covenant has been signed, please forward the following documents to the Framingham Office –

- Copies of the *Designated Term Ministry Pastor* Covenant/Contract
- Documents outlining the conditions for terminating the covenant/contract.

Suggested Supplemental Materials to send to a candidate:

1. Newsletter
2. Worship bulletin
3. Annual Report

## **Position Listing for the National UCC Employment Opportunities:**

(In 2000 characters or less, please describe your church and your goals for the Designated Term Ministry. This will be posted on our National UCC website for up to one month.)

Grace Church Federated is a UCC and Episcopal congregation located in East Boston, MA.

East Boston is one of the most ethnically diverse neighborhoods in greater Boston including many long-time residents, many in multi-generational families, as well as many residents who are part of families recently arrived from Central and South America.

As a church that represents a unique mix of Protestant denominations, we learn from and share the richness of our different traditions while also creating our own that fit our current community. For the last 18 years, Grace Church has hosted a Saturday morning food pantry for the residents of East Boston, including a small vegetable garden. This has grown to be an important resource for families in our community. We are a welcoming community—open to all, regardless of race, sexual orientation, gender.

Currently our weekly attendance is small in number but we have seen an increase in membership over the last couple of years. Our mission is to help people connect to Christ in worship, grow and serve in ministry, and invite others to join with us. We welcome all people from all backgrounds on the journey of Jesus.

We are seeking a part-time minister that meets at least part of the position description below. Since we are a federated church, interested applicants should have UCC standing and may either be an ordained Episcopal Minister or applicant should have Episcopal training or familiarity with Episcopal liturgy.

### **Position Description**

**Purpose:** Lead the church community and equip the church for spiritual and attendance growth through vision-casting, equipping and mobilizing members, and outreach efforts.

#### **Objectives:**

- Support the mission of the church to make followers of Jesus Christ
- Support the vision and values of the church
- Support the strategy of the church to Connect, Grow, Serve, and Invite
- Lead weekly Sunday service through preaching, teaching, and leading in worship
  - Prepare weekly Sunday sermon in advance of delivery
  - Facilitate liturgical worship as guided by the Book of Common Prayer, Episcopal liturgical calendar, and Eucharistic celebration
- Develop strategy to increase effective service, participation and faithful advocacy within the diverse community of East Boston

**Responsibilities may include some or all of the following:**

#### **Outreach**

- Develop and sustain an overall plan for children's and youth ministries. Recruit and support volunteers to lead youth activities.
- Develop and sustain a strategy for Adult Christian Education
- Provide support and outreach for our Saturday morning food pantry on occasion
- Mentor, teach and coach volunteers in leadership principles.

### **Skills**

- Leadership aptitude along with excellent communication skills, including public speaking
- Administration and organizational skills, with the ability to manage many tasks concurrently
- Ability to work well with others in teams and unity
- Ability to support a multi-generational church
- Computer skills, including Windows and MSOffice
- Comfortable working with and leading among a variety of personalities and workstyles; flexible/adaptable.

### **Requirements**

- A personal commitment to follow Jesus
- Commitment to our church's mission of improving and sustaining a welcoming place to worship to all who would like to enter in a relationship with Jesus
- Flexible schedule, occasional nights & leading weekend services

### **Plusses**

- Bilingual English/Spanish
- Familiarity with or enthusiasm for East Boston (East Boston residence ideal)

We recognize that each candidate will come with a unique set of skills, abilities, and strengths. The position is flexible—we will work with the right candidate to provide opportunities for skill-building and growth.

### **Applying**

If interested in being considered, please contact Martha Goodman, search and call assistant of the MA Conference at [searchcall@macucc.org](mailto:searchcall@macucc.org) or 508-875-5233

All individuals are encouraged to apply regardless of race, background, sexual orientation, etc.