



Union Congregational United Church of Christ

*An Open & Affirming, Just Peace, Sanctuary Supporting,
Immigrant Welcoming Congregation*

TITLE: Designated Term Minister

REPORTS TO: Executive Council and the Holy Spirit

HOURS: Part time 20-25 hours per week

PURPOSE: To lead the congregation in its spiritual development in order for it to reach toward its mission and purpose

RESPONSIBILITIES:

- Prepare and lead Sunday worship including scripture study, craft liturgy and bulletin, prepare sermon, plan music in coordination with music staff or volunteers, preach and offer prayers
- Create the content for the weekly electronic newsletter (e-pistle)
- Provide pastoral care which includes phone calls and response to emergencies, working in collaboration with members
- Conduct funerals of members
- Attend meetings of the Executive Council
- Engage with lay leadership in planning & tracking the financial picture of the church and provide ongoing messages regarding faithful giving
- Participate in wider church annual conference meeting
- Energize and deepen the spiritual connections and faith understandings of others
- Seek professional development through study and prayer in order to increase faith and improve leadership, teaching and preaching skills
- May perform other duties as assigned within allotted hours

RELATIONSHIPS:

- Executive Council, Music Director/Organist, Financial Secretary, UCC Conference staff, lay volunteers, all members

QUALIFICATIONS:

- Ordination in the United Church of Christ or similar denominations preferred
- At least 2 years experience leading a local church preferred
- Embraces an innovative approach in leading a congregation undergoing change and led by lay leadership and volunteers
- Ability to inspire lay leadership and participation
- Ability to work collaboratively with lay leaders

November 17, 2022



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Description of Church Life at Union Congregational UCC

The mission and purpose of Union Congregational UCC.

Our constitution states “The avowed purpose of this Church shall be to worship God, to preach the gospel of Jesus Christ, and to celebrate the Sacraments; to realize Christian fellowship and unity within this Church and the Church Universal; to render loving service toward humanity; and to strive for righteousness, justice, and peace.” We are an Open and Affirming and a Sanctuary Supporting congregation. We value social and environmental justice issues. Our mission statement is “Grounded in God’s love, with a spirit of wonder and inclusion, we work as a community for a just world.”

Programs and outreach.

We have been active with ISALAH, a coalition of faith communities working for racial and economic justice in Minnesota, and Beacon Housing, a coalition of congregations committed to ensuring that everyone has a home. . Project for Pride in Living will soon use two-thirds of our property for affordable housing. Members also support STEP, our local food shelf, and refugee services sponsored by the Minnesota Council of Churches. We host and support the Thanksgiving Day Free Store which donates clothes and other items to homeless individuals in Minneapolis.

Church history.

Union Congregational, the oldest church in St. Louis Park, having been formally organized in March 1883, with 17 charter members. The church’s history began when Sunday services were held at Pratt School around 1870. In 1878, the Clarke Chapel, an outreach of Minneapolis ’Plymouth Congregational Church, was built and became the first church in Minneapolis Township. In 1883, the congregation adopted the name Union Congregational Church of Minneapolis. A decade later, Joseph Hamilton donated land at the corner of Oxford and Alabama and, at his urging, the Clarke Chapel, then known as Union Church, was moved to the new site. The congregation broke ground on the current church building in May 1941, and dedicated the church on September 14, 1941. An education wing was dedicated on February 24, 1952. The church joined the United Church of Christ in 1957.

Church leadership and organization.

We currently have a half-time Pastor, part-time Music Director, a part-time Finance Secretary, and we have a contract with a firm for custodial services. The Pastor does the worship and handles emergency pastoral care, education, administrative, and communication tasks as her hours allow. The Music Director directs the choir, helps with worship planning, and is also our organist. The Finance Secretary organizes and maintains financial data in conjunction with our Treasurer, orders office supplies, and handles church emails and communications. We have a Volunteer Office Worker who organizes the Epistles, mailings, and other office duties as indicated. We have an Executive Council with 3 officers, Moderator, Treasurer, and Clerk, and 3 Members at Large. The Executive Council coordinates the work of the various boards and committees. The Transition Design Team (TDT) is working on tasks concerning the reconstruction of the Narthex that will be happening starting this summer. We currently have a Finance Board, a Faith Development and Outreach Board and a Diaconate. We have a standing Personnel Committee and twelve other groups of volunteers.

Involvement with the United Church of Christ.

Our congregation has been a “Five for Five” congregation for many years concerning our giving to needs of the greater UCC. We have attended and have been involved in the Annual Meetings of the Minnesota Conference of the UCC. We are grateful for all the support we have received from the Minnesota Conference and the National UCC. In 2017 we were involved in a program called “Vibrant Faith” to examine our church health and improve our mission and purpose and our public interface with a new logo and mission statement. We have received grants for activities such as our “Eco Camp” in the summer and for a sabbatical for our Pastor. We are collaborating with four other UCC churches in the area to hold Lenten Dinners and services this year.



Minnesota Conference

United Church of Christ

Short Form Church Profile ~ Small Church Ministry/Interim Ministry

Church Name: _ Union Congregational United Church of Christ _____

Church Address: _3700 Alabama Ave. S., Saint Louis Park, MN 55416

Mailing address: P. O. Box 16089, Saint Louis Park, MN 55416-0089

Church Contact Person & Contact Information: _Cindy Budd (Moderator) 952-913-6418

cindybudd@me.com

Position Available: _Three-to-five-year Designated Term Pastor (negotiable)_____

Parttime: _1/2 time_____

Date Position Is Available: _April 10, 2023_____

Church Information

Current Membership: _64_____

Membership 5 years ago: _186_____

Average weekly worship attendance: __~30_____

List regular/periodic faith formation opportunities at your church: _10:00 AM Sunday Worship, 10:00 AM Wednesday Adult

Conversations_____

Current year annual budget: _Income: _\$161,620__ Expenses: _\$191,595__ Difference: _\$29,975_____

Current year mission giving (OCWM, offerings, special projects, etc.): \$_8266.00_____

Attach a copy of your latest Annual Report or include a link to it if you have it on your website.

Description of Church Life (attach extra pages)

- Describe the mission/purpose of your church (1 paragraph).
- Describe program and outreach ministries of your church (1 paragraph).
- Write a one paragraph summary of your church's history.
- Write a one paragraph summary of your church leadership and organization (*don't forget any paid/volunteer staff; church secretary, organist, custodian, etc....*)
- Write a one paragraph summary of your church's involvements with the United Church of Christ (Conference meetings, Outdoor ministry experiences, etc...).

Expectations of Your New Pastor (rank those that apply, keeping in mind that PT positions cannot cover these areas at the same level as FT positions)

Rank them with #1 as most important

1 Worship leadership and preaching, service preparation

___ Church administration, newsletter and other communications, staff supervision

___ Leadership with church governing body and committees

4 Pastoral Care, visitation of hospitalized, homebound, members in care facilities

3 Conduct special services – weddings, funerals, liturgical year services

___ Teaching – Bible studies, adult ed., confirmation, other (explain _____)

Maintain collegial and denominational relationships

Mission and service involvements

In addition to those listed above, what other expectations will your church have for a new pastor? Please see attached job description. _____

What are your church's goals for the next 1-3 years?

1. Determine the sustainability, vitality, vision, and viability of the church and initiate a plan for the future of the church. Help to create a practical vision and purpose for the church considering the smaller membership and budget.
2. Review the governance and structure of the church.
3. Continue our outreach and worship ministries.

Other goals that the membership has offered for the church.

1. Have fun while we serve God.
2. Find ways to engage with our neighborhood with programs and groups.
3. Rebuild our building into a useful and functional space.
4. Collaborate with churches in our neighborhood and in the MN Conference.
5. Find appropriate ways to work with our rental congregations.

Current Income/Expenses (*attach a link or document of your most recent annual report*)

Compensation You Are Offering (If this is a part-time position is it: 75% , 50% , 25%)

Please consult the MN Conference Compensation Guidelines for important information

1. **Total Package being offered:** \$50,000 (negotiable) _____ that can be distributed as needed by the minister into salary, housing, benefits, etc...

OR detail what is being offered below

2. **Salary:** \$_____, **Housing Allowance:** \$_____

Is a **parsonage** available? yes , no

Is the minister you are seeking expected to live in the parsonage? yes no

Is the minister expected to live in the community of the church? yes no

3. **Benefits:** *Check those being offered in **addition** to salary + housing = base salary*

UCC pension/annuity contribution (14% of base salary)

Health and Dental Insurance (premiums vary depending on makeup of household & age)

Life and Disability Insurance (1.5% of base salary)

Social Security Offset (7.65% of base salary)

Paid Vacation time (# weeks including Sundays annually)

4. **Ministry Expenses:** *Check those being offered*

Mileage reimbursed for pastoral duties at the current IRS rate

Professional expenses

Continuing Education time

Continuing Education annual funds \$_____

Registration/housing/meals for MN Conference Annual Mtgs

___Other

5. Community Demographics:

City Demographics:

Saint Louis Park is a first ring suburb of Minneapolis. The population is 49,539, is mostly white, educated, and young, with a median age of 35.6. It is a bedroom community with average commutes of 21 minutes by private vehicle. More information can be obtained at: <https://censusreporter.org/profiles/16000US2757220-st-louis-park-mn/>. The church is in one of the oldest neighborhoods in the city and was founded within a mile of its present location which it has been at since 1893.

Union Congregational UCC

Church Demographics as of January 15, 2023:

Membership:

Age groups

Under 50	4
50 - 60	2
60 - 70	16
70 - 80	23
80 - 90	14
90 - 100	6
Over 100	1

Gender

Men	18
Women	48

6. Covenantal relationship with the Wider UCC:

Add the 11-year report obtained from the Conference staff

Have you had any congregational conversations around diversity, Open & Affirming, inclusion, anti-racism, etc... *(describe here)*

We are Open and Affirming, Just Peace, Immigrant Welcoming, and Sanctuary Supporting. The congregation has also been active in environmental issues through Creation Justice Ministries. Other collaborations include, ISIAAH, Beacon Housing Collaborative, and Minnesota Interfaith Power and Light. We have worked with the City of Saint Louis Park to promote the "Adopt a drain" program and have installed a rain garden and a rainwater collection system on our property.

Pastoral Search Information

Is there a search committee organized? Yes , No

If yes, who is the contact person and what is their contact information: Cindy Budd, 952-913-6418, cindybudd@me.com

Person(s) preparing this request: Cindy Budd, Marv Bunnell, Betty Wentworth, Barb Johnson, and Sharon Wittorf (search Committee members)

Date prepared: March 10, 2023

Conference staff assisting with this search:

Rev. Kelly Gallagher; *Steward of Search & Call and Congregational Legacy Planning*

kellyg@uccmn.org

413-210-1124 (cell)