

**The United Church Of Canada**  
**Melville United Church Eganville Pastoral Charge**



**Joint Needs Assessment Committee Report**

**April 2017**

Joint Needs Assessment Committee

**Chair**

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## **Community Description**

### **Our Community**

Melville United Church is located in the municipality of Bonnechere Valley in the Village of Eganville, population of 1300, located in the geographic centre of Renfrew County. The Church provides a place of worship for individuals from Eganville and a number of surrounding townships. The Village is a very picturesque place with the Bonnechere River flowing through the middle of it.

The majority of Eganville and area residents identify English as their mother tongue but the area enjoys a multi-cultural character that includes French, German, Polish, Dutch and Arabic. There are also two aboriginal groups which are the Algonquins of Pikwakanagan First Nation residing at Golden Lake and the Bonnechere Metis Association of the region.

Agriculture, Forestry and Tourism are the main components of the area's economy. The summer season sees an increase in visitors to the area. Much of the population commutes to neighboring towns and cities to seek employment. There are many tourist attractions which include the Bonnechere Caves, White Water Rafting, Algonquin Park and Logos Land

You can explore the surroundings further by going to [www.countyofrenfrew.on.ca](http://www.countyofrenfrew.on.ca) &/or [www.ottawavalleyliving.com](http://www.ottawavalleyliving.com)

### **Churches**

There are six Christian Churches in the Village itself: Anglican, Baptist, Missouri Lutheran, Canadian Lutheran, Roman Catholic and Melville United, with a number of smaller churches in the outlying areas around the village. There is an active ecumenical clergy group with representatives from most of the churches.

### **Educational Facilities**

There is an elementary school and a Catholic primary school in the Village of Eganville and a secondary school (Opeongo High School) 8 kilometers from the village.

Post-secondary education is available locally through Algonquin College with a new "state of the art" campus in Pembroke. This fully accredited college offers a wide range of full-time certificate programs. The University of Ottawa offers courses at Algonquin College via electronic link-up. Two major Canadian universities, Carleton University and the University of Ottawa are within 100-125 kilometers.

There is also a Literacy Plus program in Eganville offering educational upgrading opportunities including literacy, math and computer skills for adults. Tyreman Employment Agency provides training and support for individuals looking for employment.

## **Health Services**

Eganville has one general practitioner, a satellite health clinic, and two dentists to meet the health service needs of many area residents. Home Support, Chiropractor, Massage therapist, Food Bank, Clothing Bank, AA, and many other services are available within the community. Many additional health care and social services, including hospitals, are available within 40 KM.

## **Recreation**

Eganville has many recreational opportunities including a beach, parks, skating rink, amphitheater, library, seniors centre, legion, curling club, arena, golf, and musical and theatre groups.

## **Melville United Church Ministry Description**

### **Our History**

In 1877 a meeting was held to organize materials and labour to erect a church in Eganville and at a meeting held on May 30, 1878, it was decided that the name of the place of worship would be Melville Presbyterian Church. By 1897 Eganville had become a regular organized congregation and called its own minister.

In 1911, the church and manse, and most of Eganville's downtown business area was destroyed by fire and by 1912 the members of the congregation had rebuilt the church which is the place of worship today.

On June 25, 1925 the Presbyterians and Methodists in Eganville amalgamated and became known as The Melville United Congregation.

Melville United Church is now a single point charge within Upper Valley Presbytery.

### **Our Congregation**

Melville United Church is a Supervised Ministry Education Site. The congregation is dedicated, hardworking and friendly. Weekly Sunday service averages 30 to 45 members. We have no Sunday School at this time but would reactivate one if there was a need.

We have an active membership and hold many social and fundraising activities, and we support national church appeals and M & S projects. We have an active Worship Team who are available to do Sunday services when needed and we would like to get a visitation team established. Our choir is very dedicated and our congregation enjoys worship in music.

We have previous experience as a Congregational Educational Site 2013 to 2017.

## **Church Description**

Melville United Church is a beautiful, old church built in 1912. There is a wonderful sanctuary with stained glass windows, beautiful old pews, an organ, a piano and a keyboard. There is a comfortable, well equipped office and a wheelchair accessible washroom upstairs.

We have a spacious basement meeting hall, with two washrooms, a Sunday school room, a nursery, a furnace room and a double kitchen. We use a set of wheelchair ramps to ensure that everyone has access to the facilities in the basement.

## **Pastoral Charge Resource**

- Mission Statement – Appendix 1
- Financial reports and budgets Appendix 2

## **Position Description**

### **Position**

Student in the Designated Lay Minister or Candidate for Ordination streams or qualified United Church Minister of any stream (20 hours a week or 50% time)

- To lead our congregation in nurturing, uplifting worship to strengthen our understanding and relationship with God
- To provide pastoral care and support to the healthy and sick as required.
- To guide and support lay members to enable them to enhance our church life with additional pastoral care and spiritual development and outreach.

### **Work to do**

#### **Worship & Sacraments (8-12 hrs/wk 60%)**

- To work with the support of Session to plan and lead worship that will;
  - a) improve understanding of the meaning of the Bible, the church and Christian traditions.
  - b) relate the Gospel to challenges in our daily lives.
- To preside and preach at the Sunday service.
- To work in partnership with the Director of Music in worship preparation.
- To preside at the sacraments.
- To prepare and lead funeral services and wedding ceremonies.
- To encourage participation in worship in the congregation.

#### **Pastoral Care (4-8 hours/wk 30%)**

- To provide pastoral care and support, with special emphasis on the elderly, sick, shut-ins and those in crisis, as required.
- To develop and support a visitation committee to help provide pastoral care.

#### **Administration (2-3 hours/wk 10%)**

- To be knowledgeable about guidelines of the United Church of Canada.
- To provide information to the Secretary for preparation of Sunday bulletins.
- To participate in Presbytery and Conference.

### **Desired Skills**

- Student or minister with strong, interpersonal skills.
- Have the ability to work cooperatively, to listen, to demonstrate care, humor, flexibility and interest in others.
- A dynamic, personable speaker who provides worship that nurtures, uplifts, and strengthens individuals while challenging them to relate the gospel to the issues and situations which they encounter in their daily lives and the world.
- Be innovative and resourceful in initiating and sustaining an effective visitation program.
- Be able to facilitate and enhance the work of our lay leadership; encourage and assist members to care for and support one another to provide pastoral care and support to the healthy and sick,
- Challenge members to support the work of the church in the community.
- Have visitation skills in dealing with the sick, shut ins, bereaved and family members.
- Have efficient time management skills.

### **Personal Attributes:**

- Possesses strong interpersonal skills.
- Exhibits enthusiasm for the well-being of the congregation.
- Is committed to dealing with the challenges of changing congregational conditions and needs.
- Is committed to fostering a caring supportive church.
- Expresses confidence in the gifts and talents of the church members.

### **Terms of Position**

The Melville United Church Eganville Pastoral Charge offers the following terms and conditions:

Salary, Housing, Continued Education Allowance, Travel Reimbursement, Benefits, Study Leave, Vacation, and Moving Costs as per the United Church current Manual and Annual Minimum Salaries for Ministry Personnel and the Call/Appointment Form PR450

## Mission Statement – Appendix 1

### Mission Statement Melville United Church Congregation

We are a people who have received the torch of faith from those who have gone before us. We acknowledge the work of dedicated Christians in small congregations in this area such as Missions, Presbyterians, Methodists. Some of us were born here and some of us moved here, but we all acknowledge the faith and vision that led to a worshipping, learning and sharing fellowship.

We are a people who have entered into an agreement, a covenant, with the living God revealed in Jesus Christ and present to us in the Spirit.

We are far from perfect but we do believe God forgives us and calls us to be the body of Christ in the world. Each one of us is important. We all have a ministry with talents to share. We believe that in the Scriptures God calls us to become whole by growing four important areas.

#### 1. Worship

Jesus took time to worship with others in the temple, the Upper Room and he went apart by himself to worship God.

- We offer times to worship each Sunday.
- We gather for special services in the Christmas and Easter Seasons.

#### 2. Christian Education

Jesus spent three years teaching the disciples, encouraging them to use all of their heart, soul, mind and strength, to deepen their understanding of God's love.

- We offer opportunities to deepen our understanding of faith for all ages and at all the stages of life.
- We organize a Church School during Sunday worship for babies up to ages 13 when required.
- We offer adult education; Bible Study groups, pre-marriage education, baptismal preparation and a confirmation course when suitable.

#### 3. Fellowship

In the early church there was a bond of friendship among those who shared a faith in Jesus Christ. "All the believers continued together in close fellowship.": (Acts 2:44)

- We provide time for a wide variety of events that offer fellowship and support.

#### 4. Mission & Stewardship

Jesus called us to love our neighbours – to bring a message of good news and justice to the world.

- We support the M & S Fund and pay special attention to World Development and Relief
  - We as individuals and in groups support local work such as Food & Clothing banks.
- We support the financial needs of the ministry of our pastoral charge, Presbytery, Conference and the wider church.

<b>MELVILLE UNITED CHURCH GENERAL FUND Jan. 01 - Dec. 31, 2016</b>	
	<b>2016 Actual</b>
<b>Opening Bank Balance - Jan. 01</b>	<b>\$3,404.37</b>
<b>RECEIPTS</b>	
Local, Loose, & Special Offerings	38,655.21
Church Rental/Misc. Income	2,610.10
Fund Raisers	10,360.44
Transfer from building (Roof/Furnace oil)	4,506.55
Manse Rental	8,985.50
HST Recovered	1,264.35
Crafters fund	1,500.00
<b>TOTAL INCOME Donated</b>	<b>\$67,882.15</b>
<b>DISBURSEMENTS</b>	
Church Furnace Oil/Water/Hydro	8,405.42
Repairs & Maintenance, Misc. Exp.	1,207.42
Snow Removal/Lawn Care	1,567.46
Insurance	2,790.50
Office Telephone, Supplies, Internet, Adv. Etc.	2,373.63
Presbytery Dues	1,840.80
Church: Honorarium- Organist, Secretary, Treasurer, Caretaker	6,456.48
Minister's Pension/Benefits/Housing/Telephone/Education	9,925.51
Wages 50 %	16,850.25
Payroll Expenses/Employer Portion	1,688.48
Manse Furnace Oil/Water/Hydro	1,479.59
Property Tax	1,168.18
Misc. Expense	695.51
Insurance	965.20
G.S.T. Paid Out (portion recoverable)	1,881.63
<b>TOTAL DISBURSEMENTS</b>	<b>59,296.06</b>
<b>CLOSING BANK BALANCE</b>	<b>\$11,990.46</b>

<b><u>BUILDING FUND</u></b>	<b>2016</b>
Opening Balance - Jan. 01	<b>\$9,968.52</b>
<b><u>RECEIPTS</u></b>	
Donations: Envelope	<b>\$6,595.50</b>
Grant Funds	<b>\$4,500.00</b>
<b>TOTAL INCOME</b>	<b>\$11,095.50</b>
<b><u>DISBURSEMENTS</u></b>	
Maintenance & Repair-Roof	<b>\$9,525.00</b>
Furnace Oil	<b>\$3,981.53</b>
<b>TOTAL DISBURSEMENTS</b>	<b>\$13,506.53</b>
<b>CLOSING BANK BALANCE</b>	<b>\$7,557.49</b>

<b><u>MEMORIAL FUND</u></b>	<b>2016</b>
Opening Balance - Jan. 01	<b>\$3,729.07</b>
<b><u>RECEIPTS</u></b>	
In Memoriams/Donations	<b>\$50.00</b>
<b>TOTAL INCOME</b>	<b>\$50.00</b>
<b><u>DISBURSEMENTS</u></b>	
<b>TOTAL DISBURSEMENTS</b>	<b>\$0.00</b>
<b>CLOSING BANK BALANCE</b>	<b>\$3,779.07</b>

<b><u>Crafters Fund</u></b>	<b>2016</b>
Opening Balance - Jan. 01	<b>\$2,083.86</b>
<b><u>RECEIPTS</u></b>	
Ticket Sales	<b>\$1,617.15</b>
<b>TOTAL INCOME</b>	<b>\$1,617.15</b>
<b><u>DISBURSEMENTS</u></b>	
Bank fee	<b>\$30.00</b>
Transfers	<b>\$1,500.00</b>
Quilt Supplies	<b>\$103.97</b>
<b>TOTAL DISBURSEMENTS</b>	<b>\$1,633.97</b>
<b>CLOSING BANK BALANCE</b>	<b>\$2,067.04</b>