



**United Church of Canada
Crossroads Pastoral Charge**

**Pastoral Charge Office:
67 Trinity Way
Timberlea, NS B3T 1B8
(902) 876-1933
www.crossroads-ucc.ca**

**St. James Trinity
Goodwood Timberlea**

**Crossroads Pastoral Charge
Joint Needs Assessment Committee Report
January, 2017**

FINAL Report

As Approved & Recommended by the Crossroads Council,

January 8, 2017

And

As Approved & Recommended by the Crossroads Joint Congregation,

January 15, 2017

Crossroads Pastoral Charge Community Profile (#1)

Crossroads Pastoral Charge consists of St James and Trinity United Churches. St James is located on the Prospect Road and Trinity United is situated off St. Margaret's Bay Road. St. James serves the communities of Goodwood, Hatchet Lake, Brookside, Whites Lake, and Shad Bay which are located along the Prospect Road. Trinity United serves the growing communities of Beechville, Lakeside, and Timberlea (BLT), located along the St. Margarets Bay Road. Downtown Halifax is about a 20-30 minute commute.

The area can trace its history back to the original land grants made to settlers in the late 1700's. Many of the first arrivals to the community of Beechville were refugees who escaped slavery from the southern American colonies. Lakeside and Timberlea were communities based upon logging and residential area for workers in Halifax. Many of the communities along the Prospect Road were once thriving fishing communities. Today, the Crossroads Pastoral Charge area is a thriving suburban bedroom community with a growing population.

Education, Health Care and Services

Both the BLT and Prospect Road communities have elementary and junior high schools in the area. Students from Prospect Road attend Halifax West High School in Clayton Park. Students from St Margarets Bay Road attend Sir John A Macdonald High School in Tantallon. For higher education, the greater Halifax area has several universities and community colleges.

Health care is available at medical clinics in Timberlea and Hatchet Lake. There are dental offices in Timberlea and in Shad Bay. The area also has pharmacies, a physiotherapy clinic, and several massage therapists. It is a short commute to numerous health care services in the Halifax area. Emergency health care is provided by the QEII Health Sciences Centre and the IWK Health Centre for Women and Children.

Other services include convenience stores, gas stations, a post office, fire services, hair dressers, car repair shops, daycare centres, motels, and Tim Hortons. Bayers Lake Business Park, one of the largest shopping areas in Atlantic Canada is also located within the Charge area.

Beechville, Lakeside, and most of Timberlea (BLT) are serviced by water and sewer. The Prospect Road communities rely on on-site septic systems and wells. The area is part of the Halifax Regional Municipality (HRM), which is governed by a Mayor and 16 Councillors.

Cultural, Social, and Recreational Activities

The BLT and Prospect Road communities each have recreation centres which offer many programs and services for all ages. The immediate area offers many types of recreation including boating, swimming, soccer and walking trails, (some being part of the Trans Canada Trail), several golf courses and nearby municipal facilities such as the St. Margaret's Arena & Community Centre, and the Canada Winter Games Centre. The Halifax Region offers many cultural, musical and social events. The Halifax Exhibition Centre, also located in the area, annually hosts many trade shows and the Atlantic Agricultural Fall Fair.

Economic Base

There are three business parks in the area, Lakeside Industrial Park, Bayers Lake Business Park, and Ragged Lake Business Park and two waste management plants, all of which provide employment. Many residents work in either downtown Halifax or Dartmouth, including in Burnside Park. There are a many small businesses throughout the BLT and Prospect areas.

Pastoral Charge Profile (#2)

Vision Statement

Crossroads Pastoral Charge values each person and one's connection to God. We each strive to, and encourage others, including children, to grow in faith. We reach out to the needs of the community.

Brief History

Crossroads Pastoral Charge was formed in 1987 as a two point charge with support of Halifax Presbytery of Maritime Conference. St James United is located on the Prospect Road while Trinity United Church is found off the St Margaret's Bay Road in a cul-de-sac called Trinity Way in Timberlea.

The Charge has been served over the years with either part-time or full time ministry, which has been dependent upon the growth and ability of the Charge to afford full time ministry. At all times, the Charge has been in agreement that to accomplish what we wish to do, we should have a full time minister.

Initially, we were organized with an Official Board and two Boards of Management. In 2007-2008 our structure was reorganized using the Church Council model, specifically a two-tier system, with both an overall Crossroads Council and a Council for each of the points.

To learn more about Crossroads Pastoral Charge, see our Website, www.crossroads-ucc.ca.

Communities that we serve

St James United Church is located on the Prospect Road (Route 333) in Goodwood. Most of the congregational members come from the many communities along this road, which leads to the beautiful Peggy's Cove and St. Margaret's Bay area. The route passes through Goodwood, Hatchet Lake, Brookside, Whites Lake, Bayside, Terence Bay, Lower Prospect, and Prospect. Many of the people who live in these communities work throughout the Halifax region while some work within their communities. St James serves this mix of urban / suburban citizens who enjoy the scenic amenities of these seaside communities.

Trinity United Church is located on a small cul-de-sac called Trinity Way, near the intersection of the Timberlea Village Parkway, which joins Highway # 103 and the St. Margaret's Bay Road (Trunk # 3). This area is served by Halifax Transit. Many congregational members live in the many subdivisions along the St. Margaret's Bay Road. This scenic route, through places such as Beechville, Lakeside, Timberlea, Hubley, Five Islands Lake, and Tantallon, was formerly the beginning of the main

Provincial highway along the South Shore of Nova Scotia. Most people who live in these communities work throughout metro Halifax or in smaller businesses in their communities. Trinity United serves this suburban population along the St. Margaret's Bay Road.

Our Congregations

St. James United Church

St James is a faith community that has 25 households under pastoral care. There are fewer families with younger children in this congregation. It has a dedicated group of volunteers who work together on a variety of projects. St. James has a volunteer organist and a lively choir who contribute greatly to regular worship, as well as provide music for special occasions.

On Sundays, after regular services, St. James currently rents the church sanctuary to another faith community, Daystar Ministries.

The kitchen at St. James is the heart of many food related activities. Very successful church suppers continue to be served from the church kitchen. Success is based not only on the financial contributions of members, but also on the camaraderie that occurs while working together for a common purpose. The Sunday School and kitchen area is also the home of fellowship following services. In addition to supper fundraisers, St. James does a number of non-food related fundraisers such as the Avon campaign; walk-a-thon (together with Trinity United), an annual yard sale, No-Dinner Dinner and a Special Lights campaign over Christmas.

The St. James Sunday School is a small but vibrant group of people. Sunday School takes place during the last 45 minutes of the church service, with the exception of a few times a year when intergenerational services are held. St. James embraces the participation of children in the receiving of the Sacraments, so the Sunday School children return to the church sanctuary to partake in communion. Church life is further enhanced when children participate in other parts of the service, including reading the scriptures, greeting at the door, and performing at special events such as the Christmas concert and Easter service.

Though a small congregation, St. James reaches out to our community to serve others. We support the Food Bank with financial and food contributions. During the Christmas season, we choose an organization to support and provide additional donations of gifts, clothing, and toys.

The St. James UCW is a steady and active group of women who give generously of their time and talents. Their hard work and consistency has allowed us to improve our sanctuary and hall.

Maintenance and upkeep work that is necessary to maintain the building, both inside and out, are done by congregational members who willingly volunteer their time to keep the sanctuary clean, mow the grass and tend the gardens. St. James also maintains a cemetery that is located near the church.

Trinity United Church

Trinity United is a mix of younger and older members, making it a spirited place during church events. Currently 81 households are under pastoral care.

Our hall is used to host community events, meals, and fundraising events. Trinity also rents out the hall for community meetings as well as to groups such as the Masons and Guides. Work is currently underway to improve the accessibility to the basement hall.

Fun and fundraising events such as pot lucks, Trinity's Trucker's Breakfasts, dinner theatres, BBQ Chicken & Strawberry Supper, turkey suppers, variety shows, auctions, and many performances take place in Trinity's hall.

Trinity's UCW meets monthly, and are always learning about new things. They are very active in raising money for the church, with such events as bake sales, and the Christmas Tea and House Tour, to name just a couple. This hard working group has raised money to purchase two commercial fridges, new tablecloths, a stove, and other necessary items.

Local Outreach

Trinity has an active outreach program that supports The Marguerite Centre, the Phoenix Centre for Youth, and the Adsum Centre for Women & Children.

Common Efforts

Members of both congregations help plan and participate in The World Day of Prayer Service, held at a different church in their respective communities each year. Over the Easter period St. James hosts the Maundy Thursday service for both points, while Trinity hosts the Good Friday service as a joint service for the two congregations. St. James also hosts the Easter Sunrise Service for both points, and the Christmas concert, as joint initiatives.

In the summer months, both congregations alternate hosting the services. Members of both congregations lead Sunday services during times when the Minister is away on educational or vacation leave, or attending the annual Maritime Conference meeting.

The Charge has provided financial support for a Foster Child, Betty, through Plan Canada for the past 4 years. The Charge also joined forces with a number of other United Churches in the Halifax Presbytery to support the sponsorship of a Syrian refugee family of three.

Members from both congregations also come together for special events and for study groups.

Twice each year the Charge holds Turkey Suppers which are very popular within the community. People from both Points of the Charge work very hard together and raise significant funds, which go directly to offset Pastoral Charge expenses.

Both congregations support the Mission and Service Fund and are consistent donors of food, goods, and money to Feed Nova Scotia. We provide worship services four times each year at the Maplestone Enhanced Care for Seniors.

Challenges and Opportunities

There is a solid base of committed members in both congregations. One of the challenges is to build and sustain both church congregations into a thriving church within each Christian community. Among the membership of both churches are those who willingly provide leadership and spearhead our fundraising events. In addition to our own members we have developed a large following of community supporters who come to help on special work projects when asked.

Resources Profile (#3)

Crossroads Pastoral Charge consists of two churches, Trinity United Church in Timberlea, and St. James in Goodwood. Both churches are located within 30 minutes of all resources needed by clergy in Halifax Presbytery. Both churches are within 15 minutes of each other on good paved roads.

Transportation to and from the region by car, train, and bus is readily available, and by air through Halifax Stanfield International Airport, with connections worldwide. One has the advantage of working in the outskirts of Nova Scotia's capital city, Halifax Regional Municipality. There is a United Church camp, Arthur Kidston Memorial Camp, supported by Halifax Presbytery churches. Many of our members have attended and volunteered at the summer camp, as well as attend past retreats in the off-season.

Both churches have a basement hall with a fully-equipped kitchen. Trinity has a wing that houses Sunday School, meeting rooms, a second kitchen, washrooms, and the Crossroads Pastoral Charge office. Both buildings are debt free and are maintained by Property Committees.

Both congregations contribute to Crossroads Pastoral Charge using an annually reviewed formula which that equitably allocates the joint expenses. Most of the income for the two churches comes from weekly offerings and fundraising events. Please refer to the *Crossroads Annual Report 2015*, with Financial Statement, found through the link in Appendix C.

Leadership

Crossroads Council's purpose is to make policy decisions, set strategic priorities, and oversee the common interests shared by both points within the Pastoral Charge. As part of the representation from the Trinity and St. James Councils, there are five sub-committees: Worship, Christian Growth, Stewardship, Communication, and Ministry and Personnel. An organizational chart is shown on the following page.

The **Worship Committee** is a joint committee of the Charge and consists of members from both points. This committee works collaboratively with the organists and minister to set church calendar services, including the readings and hymns.

The **Christian Growth Committee** oversees the faith formation and Christian educational needs of the Charge.

The **Stewardship Committee** oversees all Pastoral Charge financial responsibilities, including Mission and Service contributions, and salaries and benefits for all paid staff. The Stewardship Committee receives allocations from each congregation and annually reviews the formula for allocations, loans and grants for pastoral charge work, and all other pastoral charge expenses.

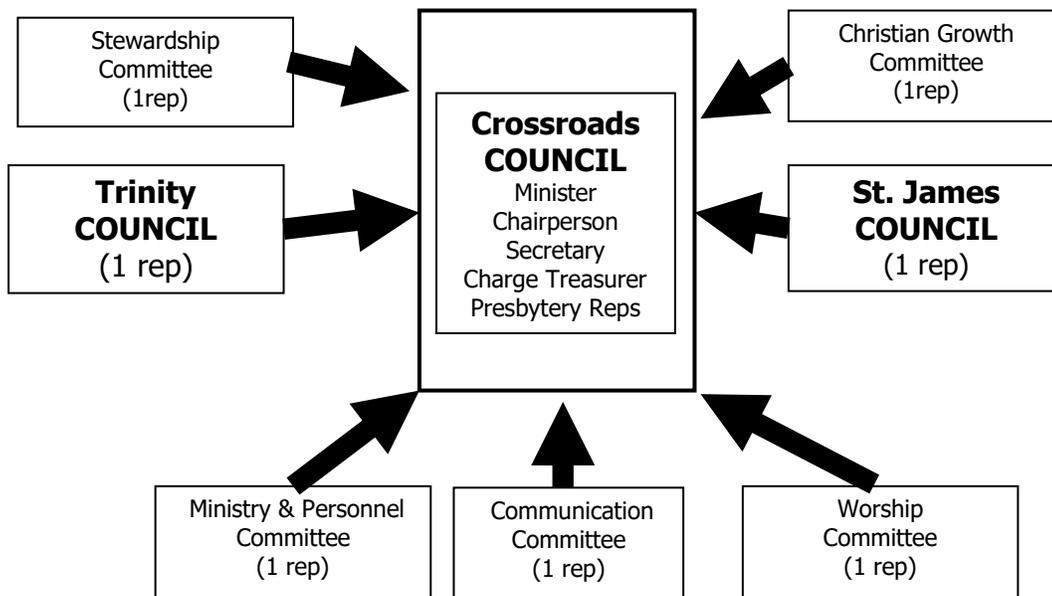
The purpose of the **Communication Committee** is to coordinate activities within the Charge and facilitate the flow in information throughout the pastoral charge, between committees, between the congregations, between the pastoral charge and the wider church, and between the pastoral charge and the surrounding communities.

Each **Church Council** is responsible for those matters which involve the sole interests of their respective points. Each Council has six sub-committees: Finance, Property, Pastoral Care, Nominating, Outreach, and Sunday School. Each Council also has representatives from the UCW and Trustees.

Trinity Congregational Council has one additional sub-committee, **Ways and Means**, which is responsible for fundraising.

The **Pastoral Care Committee** attends to the needs of those members who are ill, house bound or otherwise unable to participate in church life. This entails hospital and home visits, and providing communion at home to shut-ins.

Crossroads Council



Executive: Minister, Chairperson, Secretary, Treasurer

June 16, 2007

Staff

In addition to our full time Minister, Crossroads has one paid part time employee, a bulletin secretary who works out of the Pastoral Charge office at Trinity United Church. The treasurers, organists, and cleaners are all volunteers. Both churches have established funds for maintenance and services.

Position Profile (#4)

Accountability

The Minister works with Crossroads Council, Trinity Council, St. James Council, other organizations of the Pastoral Charge, and the Ministry and Personnel Committee in all matters within their areas of responsibility. The Minister's choice of hours and days off will be established in consultation with the Ministry and Personnel, and Worship Committees, who keep in mind the needs of the Minister as well as the church community.

Worship Leadership

The Minister is responsible for planning worship in consultation with the Worship Committee, and conducting Sunday worship as well as other traditional church services, for example, the Christmas Eve and Easter services. The Minister conducts a service of worship at each church on Sundays. Summer hours (July and August) have only one service at one of the two churches. The Minister will be responsible for the administering of sacraments as well as presiding at Weddings, Funerals, and Memorial Services.

Pastoral Care

The Minister works with the pastoral care teams from each point to provide pastoral care to those who are sick or shut in, administering home communion as needed. The Minister helps to provide leadership and necessary training to bring new members to the congregation. The Minister provides leadership and training to congregational members to give pastoral care in times of crisis or grief, and assist individuals or families in obtaining appropriate counseling when needed. The Minister conducts ongoing visitation within congregations and may play a leadership role in community outreach. The Minister maintains attention and sensitivity to important community issues.

Christian Growth

The Minister prepares families for Baptisms and leads or mentors the leadership of confirmation classes. The Minister prepares couples for marriage. The Minister encourages the presence and participation of children and young people as well as provides support, advice and encouragement to Sunday School teachers and youth group leaders. The Minister leads or facilitates adult Christian education, for example, Bible studies. The Minister plays a lead role in visitation, developing leadership skills among congregation members, and is a part of periodic reviews of program and event success.

Skills Profile (#5)

This Skills Profile is based on a December 2016 Survey of Crossroads Members and Adherents, with 62 survey responses yielding the following attributes:

- Full-time Ordained or Diaconal or Designated Lay (Recognized) Minister
- Proven excellence in preaching skills
 - ❖ Ability to present sermons that are thought provoking, relating the scriptures to current events and present day concerns, relevant to the world we live in
 - ❖ Good, clear speaker
 - ❖ Increase participation of children during worship services
 - ❖ Support music in worship
- Strong leadership and organizational skills
 - ❖ Ability to focus on congregational growth in a fast growing area
 - ❖ Promote growth in Church membership of adults and youth
 - ❖ Willing to coordinate leadership, training and discussion groups
- Musical ability would be an asset
- Keen pastoral care skills
 - ❖ Visitation is essential, especially to elderly, shut-ins and people with infirmities
 - ❖ Ability to empathize, support, comfort and advise those in need
 - ❖ Willing to lead activities to enhance spiritual growth and knowledge among adults and youth
 - ❖ Developing fellowship through participation and support of Church events
- Strong interpersonal skills
 - ❖ Self-Motivated
 - ❖ Enthusiastic
 - ❖ A Good Listener
 - ❖ Relates well to others
 - ❖ Friendly

Terms Profile (#6)

This position is for full time Ministry, and is open to Ministers who are
Ordained (Category A-C), or
Diaconal (Category A-C), or
Designated Lay (Recognized) (Category A-D).

- **Salary** Up to a maximum of Category C for an Ordained, or Diaconal Minister, or up to a maximum of Category D for a Designated Lay (Recognized) Minister, as per United Church of Canada Guidelines
 - **Travel** \$ 0.41 per Km adjusted, as per United Church of Canada Guidelines
 - **Moving** To be negotiated
 - **Phone** Cell phone basic service up to \$50.00 per month
 - **Study and Book Allowance** \$ 1,374.00 per year
 - **Secretarial** Part-time bulletin secretary
 - **Church Office** Laptop, photocopier, Wi-Fi
- Equipment & Services**
- **Pension, Insurance, CPP, EI** ... As per United Church of Canada Guidelines
 - **Regular Hours** 40 hours per week
 - **Vacation** 1 month, 5 Sundays
 - **Study Leave** 3 weeks per year
 - **Sabbatical** 3 months, every 5 years, as per United Church of Canada Guidelines

Appendix A

Crossroads Pastoral Charge

Annual Report 2015

For additional information about **Crossroads Pastoral Charge**, please see the *Crossroads Annual Report 2015* through the following link:

<http://www.crossroads-ucc.ca/Pages/reports.aspx>

Appendix B

Members of the Crossroads Joint Needs Assessment Committee

St. James Representatives

1. Theresa Broussard
2. Christine Haas
3. Scott Scholten

Trinity Representatives

4. Ellen Mclaughlin
5. Gordon Steeves, Secretary
6. John Connely, Chair
7. Brent Hagerty, IT Support as required

Halifax Presbytery Representatives

8. Elaine Gray
9. Leslie Griffiths

The Crossroads Pastoral Charge thanks the Members of the Crossroads Joint Needs Assessment Committee for their hard work and support.