

JOB POSTING

Contract Minister (with a focus on Transitional Ministry)

(Full-time with flexibility to Part-time if desired)

Neighbourhood Unitarian Universalist Congregation, Toronto, Ontario

Start Date: November 1, 2022 (flexibility to start earlier or later)

Direct Reports (5 Part-time staff): Music Director; Coordinator of the Child & Caregiver Program; Office Manager; Zoom Tech; and In-house AV Tech

Primary Areas of Responsibility: Pulpit and Sunday Services; other Ministerial services (pastoral care/weddings/funerals/etc); Congregational staff; services to the Board and Leadership Group

Salary: \$54,000 (9 months) / \$72,000 (12 months)

Benefits: LTD, Health & Dental, Life Insurance, Retirement plan contribution

Our Mission Statement: To empower spiritual growth and shared action for the care of our world

Neighbourhood UU Congregation is a small (108 members plus ~20 non-members) yet vibrant and welcoming congregation that was created in 1998. We have known only one minister, our founder, who recently retired. Situated in the east end of Toronto known as Danforth/Riverdale we rent space in a large United Church building and share our space with a Jewish congregation. This location became our new home in 2020 after we sold our previous building on Hiawatha Rd. The combination of the three faith groups has led to forming the Danforth Multifaith Commons group which is an exciting new chapter for us and filled with much potential.

At Neighbourhood we see ourselves as a “heart-centred” congregation. In our brief existence, we have mentored two ministerial interns and inspired three of our congregants to become ordained UU ministers. We became a certified “Welcoming Congregation” in 2008 and have had a significant number of our members identify as LGBTQ+. Sunday Services are led by a group of lay “service weavers.” Using a modular script, they are responsible for the opening, joys and concerns, and linking bits of the service. Pre COVID, the congregational week would have included: themed small groups, meditation nights, Sunday singing meditation and morning chant, choir and band practice, social justice actions, yoga classes, dances of universal peace, circles of trust, full moon ceremonies, writing workshops, board and committee meetings, games and talent nights, and musical concert series.

Position Overview:

- Engage in Shared Leadership with the Congregation:
 - The Minister will bring their expertise and knowledge in assisting Neighbourhood through the transition from who we were over the past 20+ years with a settled Minister to the next chapter of the Congregation in its new home with a new Minister.
- Monitor and Nurture the Health of the Ministry:
 - In consultation with the Minister, the Board shall appoint a Spiritual Life Team of congregational members who are well-known, and respected.

- Anti-Racism, Anti-Oppression and Multicultural Awareness:
 - Working towards realizing our 8th Principle, the Minister will work in conjunction with the Board and/or Committees to collaborate on a joint process of reflection to ensure progress.
- Management of Congregational Staff:
 - The Minister is Head-of-Staff and is responsible for the development of equitable and appropriate policies and the supervision of staff.
 - Work with the Lifespan Learning Committee to craft a new role for the Director of Lifespan Learning.
- Pulpit and Sunday Services:
 - The Minister will lead/co-lead a predetermined number of Sunday services.
- Provide guidance and direction to the Board and Leadership Groups
- Other Ministerial services which could include weddings, child dedications, and memorial services as well as provide pastoral care services, including crisis intervention and visitation of the homebound, sick, dying, and bereaved.

Core Competencies:

Integrity and Spirituality: Possesses and adheres to values consistent with Unitarian Universalist Ministry and behaves in a manner consistent with those values and ethical standards. Demonstrates personal awareness, depth and authenticity. Builds and maintains trust with others. Articulates a clear and consistent theology. Ministers whole-heartedly and with strong spiritual grounding.

Preaching and Teaching: Is a consistently effective preacher, worship leader and teacher. Communicates a clear message through sermons and other oral presentations that are skillfully prepared and delivered.

Interpersonal skills: Demonstrates warmth and empathy in interpersonal interactions. Effectively uses active listening to understand others, identify issues, build relationships, motivate action, and reveal and shape needed messages. Maintains appropriate professional relationships and boundaries.

Conflict Resolution expertise: Skilled at navigating and supporting a Congregation in different stages of conflict resolution. Strength in building programs that focus on nurturing a healthy Congregation.

Oral and Written Communication skills: Speaks comfortably and confidently in a variety of settings inside and outside the Congregation; effectively imparts messages addressing facts, emotions and theology of controversial topics. Writes effectively to various audiences across platforms.

Program Management skills: Manages projects and ministries effectively; thinks systemically to understand the congregational systems and structures; designs and implements viable plans (e.g., resources, issues, action steps, timetables and outcomes); and remains accountable for outcome.

Initiative and Creativity: Demonstrates initiative for self and Congregation; is motivated, open-hearted around challenges, thinks creatively to leverage resources.

Team Building and Collaboration: Understands and identifies common interests, motivates people to work together by listening, empowering others, building collaborative partnerships, employing fair and respectful dialogue processes, instills a sense of group purpose and belonging; shares recognition for successes and celebrates them, maintains good sense of humor, accurately assesses others' strengths and limitations, and encourages participation and stretching.

Specific Job Prerequisites:

- Be a Minister in good standing and in fellowship with the UUA.
- Have obtained a M.Div and satisfactory completion of an approved clinical pastoral education (CPE) program or equivalent.
- Be ordained by a UU congregation, or, if coming for a different faith group, be ordained by another religious tradition.
- Demonstrates a strong motivation for and love of ministry.
- Demonstrates a balanced and healthy personality, a capacity for self-understanding and reflection, a concern for others, and ministerial leadership skills.
- Must pass a background check.

Thank you for your interest in this position and we look forward to hearing from you. Please send your resume and covering letter to Dina Waik at dwaik@rogers.com or reach out if you have any questions.