

## Ministry Portfolio Responses

1	Weekly average Sunday attendance	73
2	Number of weekend worship services	2
3	Number of weekday worship services	1
4	Number of other monthly worship services	0
5	Current annual compensation of rector	\$87,571
6	Cash stipend (salary)	\$50,759
7	Housing fair market value (not paid to rector)	\$19,000
8	Rectory utilities (not paid to rector), paid by church budget	\$4,873
9	SECA (Social Security and employment taxes) paid by church	\$5,361
10	Compensation available for new rector (determined by compensation committee)	TBD
11	Housing available (rectory 6br, 2.5 bath)	yes
12	Pension plan compliant with CPF	\$14,485
13	Health Insurance (currently employee +1) 85% by church	\$15,014
14	Dental insurance 85% by church	\$1,102
15	Housing equity allowance	NO
16	Annual equity amount	NO
17	Continuing education weeks	NO
18	Continuing education in budget	NO
19	Sabbatical provision	YES
20	Travel/auto account	No
21	Other professional account (rectors discretionary fund) in budget	NO

1. Describe a moment in your worshipping community's recent ministry which you recognize as one of success and fulfillment.

There are two great examples of success that represent St. Paul's. The external ministry is best illustrated by our Veterans' Lunch. Every Thursday, a number of our members serve lunch to any and all veterans and their adult companions and/or caregivers. These meals are provided year-round, including a special celebration on Thanksgiving. The best example of internal ministry is our group for members who are "Retired and Loving It" (RALI). Monthly meetings alternate between social events and service projects or educational opportunities.

In an ongoing effort to further community outreach and ministry, St. Paul's created an official 501(c) charity. This group, which is known as "Community Roots", is a secular, nonprofit arm of our Church. Through Community Roots, we can apply for grants to fund community service projects in a non-religious capacity. Community Roots is running and funding our Veterans' Lunch program.

2. How are you preparing yourselves for the Church of the future?

The first step St. Paul's has taken in order to prepare for the future is to create a long range plan with intensive input from the congregation. This plan focuses on the areas of evangelism,

worship program content, communication, finance, facilities and transition. St. Paul's is a welcoming parish and our membership chose to modify our mission statement in order to achieve the official distinction of a Believe Out Loud Congregation. We believe in reaching out to the community and we do so through a variety of different methods. Our mission statement can be found on our website and in our other publications. Additionally, we are in the process of updating and developing our social media and internet presence. In order to communicate with our neighbors more directly, we formed a committee that went on walking tours of the city to learn more about what our community's needs are and how we may be able to help meet those needs. In conjunction with our efforts to reach a younger audience we are continuing our strong nursery and church school programs to make it possible for families with young children to more easily participate in our services.

3. Please provide words describing the gifts and skills essential to the future leaders of your worshipping community.

In keeping with the current tenor and sentiments of our congregation, future leaders must be welcoming to all active and prospective parishioners. In an effort to better serve the Church and the surrounding community, proficiency in Spanish will be especially valued, but is not required. We are committed to community outreach and engagement through both in-person and digital means and are seeking articulate, thoughtful speakers and writers who can continue to further the mission of the Church. We also believe that our community can only be strengthened by improving inter-faith relationships with other groups in Holyoke and the western Massachusetts area and we are seeking leaders who can encourage and facilitate such connections. Leaders must also be compassionate, spiritual scholars who can provide engaging services that integrate both traditional and contemporary worship styles, so that all of our members can feel a sense of comfort within God's house.

4. Describe your liturgical style and practice for all types of worship services provided by your community.

St. Paul's currently offers two Sunday services: one at 8:00 AM and one at 10:00 AM, with a total average attendance of seventy-three parishioners each week. The tenor of these services is a mix between traditional and progressive styles. The 8:00 AM service typically contains less music, and relies more heavily on the Book of Common Prayer. This lends the early service a more traditional feel and a somewhat faster pace than the 10:00 AM service. Parishioners arriving at 10:00 AM can expect a more modern worship experience with music that ranges from traditional to contemporary. Most music, with the exception of special performances, is accompanied by our organist on organ or piano. Neither service contains the use of any chimes, bells, or incense of any kind, and the integrated participation of members of the laity lends a sense that St. Paul's provides a mix of elements from both the high and low Church. During the summer, the 8:00 AM and 10:00 AM services are combined into a single worship at 9:00 AM. Special events include our annual Christmas Pageant, which includes participation by members of the community and young parishioners/church school members.

5. How do you practice incorporating others in ministry?

Upon arriving at St. Paul's one can expect to find members of the laity participating in all aspects of worship services. At the door, greeters and ushers provide programs and cards that contain the names of individuals and families who are in particular need of prayer and support. During the initial procession, members of the choir lead the congregation in prayer and song. Lay readers guide the parishioners through the reading of two lessons and a weekly Psalm. While the Gospel is always read by a member of the clergy, guest orators, lectors, and prayer leaders are often members of the laity. Provision of the Eucharist and collection of the offering may also be conducted by parish leaders. Choir members often provide musical interludes during these portions of the service as well. Members of the altar guild and the choir also lead the recession. An usher may assist visitors and those in need as they exit the church or make their way to social hour.

6. As a worshipping community, how do you care for your spiritual, emotional and physical well-being?

Aside from weekly social hour, after the 10:00 AM service, there are many opportunities to participate in social and spiritual groups at St. Paul's. During the Advent and Lenten seasons, book and video study groups are offered and participation by all adults is encouraged as a means of deepening spiritual reflection and practice. Women's Group and Men's Breakfast Group meet at least once per quarter, and the St. Paul's Supper Club meets on a monthly basis. Membership in all groups is open to all visitors and parishioners. For homebound adults, Eucharistic visitors are available to assist in individual and small group worship. Retirees within the congregation are invited to join in monthly RALI events. Individuals who wish to assist in other ways are encouraged to help with the assembly of fruit baskets for the homebound members of the congregation. Children and teens are welcome to participate in Sunday Church School, to join the Saint Paul's Youth Group (SPYs), to take part in Vacation Bible School during the summer months, and to explore their faith through first communion and confirmation preparation classes. Mission trips are also managed through the youth ministry.

7. How do you engage in pastoral care for those beyond your worshipping community?

St. Paul's maintains a variety of programs designed to care for and assist those in need of support. Parishioners regularly prepare food for donation to a local soup kitchen (Kate's Kitchen). Members knit or crochet prayer shawls which are then blessed and made available for distribution to anyone who may benefit from knowing that the St. Paul's congregation cares about their health and well-being. The community pays special attention to the children of incarcerated mothers at the Western Massachusetts Region Women's Correctional Center. In the fall, backpacks and school supplies are collected for the women's families, and during the holiday season, Christmas gifts are purchased for their children. St. Paul's members also provide Christmas presents for homeless men currently residing at the Loreto House in Holyoke. The Church holds a weekly lunch for veterans and their adult companions/caregivers and, finally, St.

Paul's conducts an outdoor prayer meeting with neighborhood families who have been touched by violence.

8. Describe your worshipping community's involvement in either the wider Church or geographical region.

St. Paul's is officially recognized as a Believe Out Loud parish, which is open and welcoming to all members of the LGBTQ community. We send delegates to the annual meeting of the Episcopal Diocese of Western Massachusetts and, every few years, we participate in a mission work. Western Mass Diocese has an annual mission trip to the Dominican Republic, in which children from St. Paul's have participated. In addition, we raise money and provide much needed supplies and donations for the ministry, even when our children do not participate. We rent space to the local YMCA preschool and to an Alcoholics Anonymous Group, and we are active participants in the Episcopal Church's United Thank Offering (UTO) Mission. We have made new efforts to develop a stronger social media presence by assisting our parishioners in creating their own social media accounts and participating in our online community.

9. Tell about a ministry that your worshipping community has initiated in the past five years. Who can be contacted about this.

Luncheons for veterans and their adult caregivers/companions are offered weekly as part of Building Bridges: the Veterans' Project of the Episcopal Diocese of Western Massachusetts. Building Bridges seeks to cultivate supportive living communities with and for American veterans. Gina Nelson with the support of many other parishioners has been at the forefront of this enterprise. Gina Nelson can be contacted for additional information regarding this project.

St. Paul's is also actively involved in providing support to incarcerated mothers at the Western Massachusetts Region Women's Correctional Center. In the fall parishioners donate backpacks and school supplies for the women's families. At Christmas time gifts are purchased for their children as well. Mary D'Alessandro can be contacted for more information on this ministry.

10. What is your practice of stewardship and how does it shape the life of your worshipping community?

St. Paul's believes in a system of transparency with regard to financial matters. Our monthly newsletter, *the Sun*, contains a section that lists our income and expenses. At our annual meeting, the vestry presents the budget to the entire congregation. New Consecration Sunday is a day when parishioners are called to recommit themselves to the sustained growth and financial health of the Church. The amount of financial support collected as a result of this event is shared with all members. Other sources of revenue include: the use of the Church as a rental property by the YMCA Preschool Program as well as the use of our hall for non commercial groups. Additionally, in the past year, we developed a clear, written policy for a Legacy Giving Program, which assists parishioners who choose to include the Church in their estate plans. Finally, St. Paul's has been blessed with generous trustees who support our endowment.

11. What is your worshipping community's experience of conflict? And how have you addressed it?

The St. Paul's community typically experiences a minimal amount of internal conflict. Dialogue is open and supportive, even, and especially, with regard to political and social issues, where we find common ground through compassion and love for one another. While there are notable differences of opinion on various social issues among Church members, none of these differences have fractured or damaged the fabric of the community.

12. What is your experience leading/addressing change in the church? When has it gone well? When has it gone poorly? And what did you learn?

St. Paul's undertakes change in a thoughtful way and seeks to respect the diverse experiences and perspectives of our congregation. We benefit from a clear chain of command that begins with the priest and senior warden, extends to the vestry and junior warden, and finds its base in the members of the congregation. The vestry and rector actively seek input from the worship community before implementing changes, and decisions are shared with the congregation in a transparently. Finally, the congregation trusts the vestry to make informed decisions that benefit our community. The adoption of the Believe Out Loud Congregation policies was a smooth process, while the change from a previous rector to an interim priest was notably challenging. One of the reasons St. Paul's has elected to pursue the Priest-in-Charge appointment is because we experienced a sharp decline in membership after the retirement of our previous rector. Our goal is to facilitate a smooth transition between our outgoing priest and our new Priest-in-Charge, so that St. Paul's can continue to grow and thrive as an open, accepting, democratic community committed to the ideals of mercy, compassion, and love.