



# Ministry Vacancy Information Packet

Unity of Charleston  
Charleston, SC

March 2025

# About the Ministry

## OVERVIEW

**Locality:** North Charleston, SC  
**Physical Description:** Approx 10,000 sq ft Free-standing building with large parking lot and green acreage

### **Proximity to Other Unity Ministries and/or New Thought Centers:**

The nearest Unity Ministries are Columbia, SC, Myrtle Beach SC, Hilton Head Island, SC, Greenville SC, Savannah GA, and Charlotte, NC. To our knowledge, there are no other major New Thought Centers in Charleston.

### **Do you participate in any of the following activities? (Check all that apply)**

- Small/SpiritGroup Ministries
- Community Outreach/Compassionate Social Action
- Publications
- Social Media (ex: Facebook, Twitter, livestreaming, etc.)
- Other (please list) Charleston Interreligious Council

## PEOPLE

**Size of mailing list:** 600  
**Average Sunday attendance:** 50 – 85 congregants  
**Formal (voting or active) membership:** 100

### **Special Groups:**

Music Ministry, Youth Ministry, Parent Support Group, Earth Care Committee, Prayer Chaplain Team, Events Team, Reiki Connection, Meditation Group, Women’s Spirituality Group, Power of Choice Group, Art as a Spiritual Practice

### **Church staff/other employees:**

Church Administrator, Assistant Administrator, Music Director, Youth & Family Director, Nursery Care Facilitator, Sexton.

## MINISTRY SUPPORT SERVICES

Has the ministry worked with a UWM Consultant or Transitional Specialist?  Yes  No.

Name: Rev. Richard Bunch

Dates: October 2024 - present

Workshops Given and Topics Covered: Power of Focused Ministry (Shad Groverland) summer 2023; Honoring Our Past, Creating Our Future (Richard Bunch, Transitional Minister) October 2024; Creating a Dynamic Vision and Mission Statement (Richard Bunch, Transitional Minister) November 2024

## **MISSION, VISION, AND CORE VALUES**

Has the ministry developed Vision, Mission, and Core Value statements?  Yes Last updated 2024.

### **OUR CORE VALUES**

Spirituality, unconditional love, community and healing

### **OUR MISSION STATEMENT**

Unity of Charleston is a loving, joyful, spiritual community that celebrates diversity, empowers personal growth, and transforms lives.

### **What have been the three most important events in the history of your ministry?**

1. Reverend Maryann Finch founding the church, September 11, 1983
2. Reverend Ed Kosack becoming Senior Minister, Summer of 2002
3. Reverend Richard Bunch joining as Transitional Minister, October 2024

### **In the last 3 years, what activities/special events in the ministry were well attended/appreciated?**

- Honoring Our Past, Creating Our Future workshop (2024)
- Creating a Dynamic Vision and Mission Statement workshop (2024)
- Lessons in Truth with Rev Richard Bunch (2024)
- Burning Bowl New Years Eve service (2024)
- Power of Focused Ministry Workshop with Shad Groverland (2023)
- Unity Fall Fest (2023)
- Progressive Dinner fund raiser (2023, 2025)
- Spring cleaning yard sale and fund raiser (2023)
- Community outing to the Charleston River Dogs baseball game (2022, 2023, 2024)
- Family Thanksgiving Dinner (2022, 2023, 2024)
- Christmas Eve Candle Light Service (2021, 2022, 2023, 2024)
- Easter Sunday Service, Egg Hunt, and Party (2021, 2022, 2023)
- Family Pot Luck Dinners (2023, 2024)
- Hosted inter-religious council Buddhist Sangha gathering (Fall of 2023)
- Hosted Charleston area inter-religious community Thanksgiving celebration (2022)

## **What does the congregation want to accomplish in the next 3 years?**

- Continue to build the momentum of our capital fundraising campaign so that we can manifest our vision to renew, rebuild, and restore our building and grounds.
- Improving our financial stability is a key area of focus, we need to make our financial outlook sustainable through an increased monthly income stream. We want to increase our membership, particularly by appealing to the young people of our community and building the youth programs.
- We'd like to have leadership that will administer care and comfort to congregants, including working collaboratively with our prayer chaplain and events teams, exploring ways to bring workshops and retreats relevant to the needs of our community, and welcoming new folks who attend services.

## **INCORPORATION AND BYLAWS**

**Articles of Incorporation – Date:** 2002

**Bylaws – Date Adopted/Revised:** Bylaws revised in 2016.

Check here if your bylaws are structured in accordance with the Unity Worldwide Ministries bylaw template:  <https://www.unityworldwideministries.org/recommended-bylaws-unity-ministry>

# About the Position

## MINISTERIAL CHARACTERISTICS AND EXPECTATIONS – 1 IS TOP PRIORITY, 9 IS LEAST IMPORTANT

- 2 Building Leaders and Teams, and Empowering Others**
  - Keeps mission, vision, values, and the WHY this ministry exists current
  - Plans for continual training of leadership and volunteers, ministry growth, and outreach
  - Implements training for boards, staff, and volunteers and fosters a team-based culture
  - Plans for training and utilizing licensed Unity teachers (LUT) as an integral part of the ministry
  - Planning for building financial development strategies
  - Incorporates training for Youth & Family Ministry, youth, YOU, Next Generation
  - Develops and leads worship experiences collaboratively with others involved
  
- 1 Focus on Prayer, Meditation, Pastoral Care, Chaplaincy**
  - Demonstrates prayer consciousness and facilitates prayer & meditation classes & experiences
  - Compassionate and caring person, sensitive to others' needs and emotions
  - Focus on the pastoral care needs of the intergenerational congregation
  - Helps people develop a spiritual life and a prayer consciousness within the ministry
  - Ministers to people in crisis, offer guidance in solving problems
  - Makes hospital visits, visits shut-ins and nursing homes, prayer with members
  - Facilitates training for chaplains and utilizes chaplains within the ministry
  
- 5 Outreach into the Local Community**
  - Demonstrates a desire to engage and support the local community members
  - Compassionate and caring person, sensitive to others' needs and emotions
  - Community Organizer skills to coordinate with multiple volunteers and outside organizations
  - Problem solver who recognizes the third option, shows persistence, and follow through
  - Negotiates and/or compromises, seeking the highest outcome for all involved
  - Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
  - Compassionate listener and deals effectively with different points of view
  
- 6 Working with a Specific Group (Kids, teens, seniors, men, women, LGBTQ, etc.)**
  - Maintains confidentiality, understanding the laws around mandated reporting
  - Helps people of all ages develop a spiritual life and a prayer consciousness within the ministry
  - Models and teaches open attitudes with a diverse population
  - Ministers to individuals and families in crisis, offer guidance in solving problems
  - Act as a resource to additional community and support services
  
- 4 Spiritual Social Activism**
  - Invites others to become involved and is a team player
  - Models and teaches open attitudes, active listening, and tolerance with a diverse population
  - Consciously educates themselves and others on the topic
  - Maintains a respectful presence regarding spiritual social activism
  - Helps to develop an inclusive consciousness within the ministry
  
- 9 Audio/Visual(A/V) Technology Acumen**
  - Adept with a variety of A/V technologies to enhance the overall worship experience
  - Skilled in the use of virtual meeting applications (Zoom, WebEx, Meet, Teams, etc.)
  - Demonstrated success in delivering virtual and hybrid presentations and training
  - Embraces the use of social media platforms (Facebook, Twitter, Instagram, etc.) in support of the ministry's mission, vision, and values.

- 8 Environmentalism**
  - Knowledgeable of and proficient in environmental awareness for this geographic location
  - Compassionate and caring person, sensitive to the environment and connection to the planet
  - Community Organizer skills to coordinate with multiple volunteers and outside organizations
  - Problem solver who recognizes the third option, shows persistence, and follow through
  - Negotiates and/or compromises, seeking the highest outcome for all involved
  - Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
  - Compassionate listener and deals effectively with different points of view
  
- 7 Health & Wellbeing**
  - Knowledgeable of and proficient in health, healing, exercise & nutrition
  - Compassionate and caring person, sensitive to the mind-body connection
  - Community Organizer skills to coordinate with multiple volunteers and outside organizations
  - Problem solver who recognizes the third option, shows persistence, and follow through
  - Negotiates and/or compromises, seeking the highest outcome for all involved
  - Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
  - Compassionate listener and deals effectively with different points of view
  
- 3 Administration**
  - Knowledgeable of and proficient in applying ministry bylaws, policies, and procedures
  - Proficient in executing fiduciary responsibilities, developing prosperity awareness, and maintaining a balanced budget
  - Follows office management best practices and use of office systems (software)
  - Empowers staff and volunteers, delegates well
  - Implements training for boards, staff, and volunteers and fosters a learning culture

**Other specific qualities, experiences, leadership skills, vision, etc., you are seeking not already addressed:** We are looking for a licensed Unity Minister who is comfortable working with diverse populations (socio-economic, race, age, sexual orientation, and religious backgrounds, etc.).

**SPIRITUAL EXPERTISE AND EDUCATIONAL ACUMEN**

**1. Ministry Location.** Place an “X” next to the primary location of the ministry’s current demographic. (Select one)

- X In-person**
- [click to rate](#) **Online**
- [click to rate](#) **Hybrid**

**2. Ministry Type.** Place an “X” next to the description that best describes this ministry. (Select one)

- X Congregation-Based**
- [click to rate](#) **Community-Based**
- [click to rate](#) **Service-Based**

**3. Age Groups.** Please identify the TOP THREE age groups in which your ministry is focused. Rank your top three in order: 1, 2, and 3 with 1 being your top age demographic group.

<a href="#">click to rate</a>	<b>70's and up</b>	<a href="#">click to rate</a>	<b>20's &amp; 30's</b>
<b>1</b>	<b>50's &amp; 60's</b>	<a href="#">click to rate</a>	<b>Teens &amp; Young Adults</b>
<b>2</b>	<b>30's &amp; 40's</b>	<b>3</b>	<b>Kids &amp; Families</b>

**4. Interests/Area of Expertise:** Please identify the TOP THREE areas of expertise needed from the incoming minister. Rank your top three in order: 1, 2, and 3 with 1 being your strongest area of need/focus.

<b>1</b>	<b>Sunday Services</b>
<b>2</b>	<b>Prayer &amp; Meditation / Pastoral Care</b>
<a href="#">click to rate</a>	<b>SpiritGroups/ Small Groups</b>
<a href="#">click to rate</a>	<b>Development and Facilitation of Classes</b>
<a href="#">click to rate</a>	<b>Outreach in the Community</b>
<a href="#">click to rate</a>	<b>Earth Care</b>
<b>3</b>	<b>Interfaith &amp; World Religions</b>
<a href="#">click to rate</a>	<b>Current Trending Spirituality</b>

While we ranked interfaith & world religions as #3, it was almost a tie with outreach in the community, which we believe is also part of spiritual activism. So to us, those 3 choices are intertwined.

**5. Spiritual Expertise and Educational Acumen:** Please identify the TOP THREE areas of expertise needed from the incoming minister. Rank your top three in order: 1, 2, and 3 with 1 being your strongest area of need/focus.

<b>1</b>	<b>Unity Foundational Teachings</b>
<b>2</b>	<b>Bible and Metaphysics</b>
<a href="#">click to rate</a>	<b>Fillmore (only)</b>
<a href="#">click to rate</a>	<b>Classic Unity Authors</b>
<a href="#">click to rate</a>	<b>New Thought Authors</b>
<b>3</b>	<b>World Religions</b>
<a href="#">click to rate</a>	<b>Current Trending Spirituality</b>

While we ranked world religions as #3, it was almost a tie with Classic Unity Authors; however, we feel that any licensed Unity Minister should already be familiar with Classic Unity Authors, whereas we'd like to see someone with an interest in Interfaith and World Religions.

## **POWER OF FOCUSED MINISTRY**

### **WHO does this ministry serve?**

- A diverse group of tri-county Charleston area residents who are looking for a welcoming new thought church and extended community, as well as seeking spiritual guidance and spiritual growth. People seeking to connect with the God of their understanding, in an open environment.
- Unity of Charleston is the only Unity church in the area. It serves a broad range of Unity members who have relocated here from across the country. It also serves a broad range of people who find the theology appropriate for where they are on their personal spiritual journey.
- Most of our congregation are active, independent people 50+ years old, although we do have younger people and some families. We offer a food kitchen, and we have a weekly Reiki Clinic open to the community. Ongoing events open to anyone include Art as a Spiritual Practice class offered monthly. Our Facebook page allows people outside of our congregation not only to listen to our church services, but also to post prayer requests. Also, we allow community groups like Food Addicts in Recovery and the Mankind Project to use our facility. Finally, we participate in events such as helping with our local food bank and participating in the local Gay Pride parade. We serve not only our congregation, but also the greater community at large.

### **WHY do you exist as a ministry?**

First and foremost, our Ministry exists to teach that every person is a unique expression of God. The Unity principles offer a progressive view of Christianity to our congregants. It is a practical approach to a spirituality that inspires and affirms our individual innate goodness and divinity. As a collective, we participate in fellowship. We share ideas that will help one another experience personal and spiritual growth at their own pace without dogma or rules—ideas that will help them live in the present and grow into a future based in mutual love and respect. In an age of uncertainty, we support the spiritual values of faith and charity through prayer and meditation that can lead us to compassionate action.

### **What demographic resonates to the answer of your WHY question?**

We attract a wide range of people of various ages, genders, socio-economic backgrounds and orientations: individuals who are continuing their spiritual journey, young families who feel supported by the ministry and wish to raise their children in that community, and young children who look forward to Sunday School activities. Most of our congregants identify as more spiritual than religious but come from different religious backgrounds. Some have been raised in the Unity tradition, many have been raised in traditional religions and are looking for a more inclusive and flexible church as well as a loving spiritual home.



**Describe your vision of the perfect ministry.**

The perfect ministry is Spirit led, with Integrity and Love. “Unity of Charleston is a loving, joyful, spiritual community celebrating diversity and empowering personal growth” is our Mission statement. Our perfect Ministry will ensure that we are deeply grounded in Unity principles and can help congregants become “Truth” students. We will be plugged into Unity Worldwide Ministries and cross-pollinate ideas and experiences with other Unity churches and other Unity Ministers (part of UMMAS). We are seeking to attract more regular congregants and achieve financial solvency through engaging Sunday services, regular community events, productive and inclusive workshops, a fun atmosphere, and a growing youth program. Our ministry will offer pastoral care, particularly to those shut in or in hospitals or in crisis. Our new Minister will invite inclusivity and diversity, while inspiring volunteerism, service projects, and different activities to promote fellowship; they will lead our congregation in ways that promote a better understanding and love of one another.

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**Vacancy Fill by Date:** ASAP

**Proposed Salary:** \$50-\$60k, negotiable, based on level of experience

**Moving Expenses:** negotiable

**Additional arrangements, benefits, insurance, etc.:**

Manse, health insurance, retirement stipend, paid vacation and renewal time; 3-month sabbatical every 7 years

**Housing market, school districts, etc., in your locale:**

The housing market is tight in terms of purchasing a home—the Charleston area is very popular right now and so inventory is lower than the national average. Rentals are readily available with a variety of options – apartments, townhomes, single-family homes. Like most beach-based metropolitan areas, rents vary depending on how close you live to the water. Schooling options for those with school-age children are plentiful all over Charleston, but proximity to housing varies widely, again, depending on where in the greater Charleston area you choose to live. There are several areas in commuting distance of our church with excellent schools and housing options. The overall cost of living is considered higher than national average, but homeowners in the Low Country enjoy low property taxes which is one of the reasons why so many are flocking here from the North and the West. We can help provide a trusted realtor who can provide guidance!

**Additional Comments:**

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## Release of Information Authorization

I, the Board President of Unity Church of Charleston on behalf of the Board of Trustees, authorize ministerial applicants to obtain any pertinent information regarding ministry history from the permanent ministry file in Unity Worldwide Ministries' home office.

A handwritten signature in black ink, appearing to read "Claudia A Piano", is written over a horizontal line.

Claudia A Piano  
Board President

March 10, 2025  
Date