



# Ministry Vacancy Information Packet

Unity Community Church of Dunedin  
Dunedin, FL

May 2025

# About the Ministry

## OVERVIEW

We are across the street from the Gulf of Mexico, in the greater Tampa Bay area with easy access to Tampa International and St. Petersburg/Clearwater airports. This west central area of Florida is home to many professional sports teams and countless cultural and tourist attractions in Tampa, St. Petersburg, Sarasota, Orlando, and beyond. With our beautiful weather, and many nature and water activities, we are a lovely mix of retirement, snowbird and family communities. Pinellas County is also a tourist area that attracts visitors from around the world. We are home to a number of Unity centers and retired Unity ministers who tend to stay or relocate here. There is a strong network of minister associations and connections here.

Our community is committed to the roots and spiritual principals of Unity. We are a supportive caring community dedicated to spiritual growth. We have an active Prayer Chaplain program; a Book Club; and ongoing classes based on Unity principles. We support the local community by giving to the local food pantry and hosting A Course in Miracles group and the Dunedin Toastmasters Club. We have well-functioning committees and teams that organize the daily and weekly operations of the church community. Fellowship is a major part of our community.

**Locality:** On a well-traveled two-lane street, just north of downtown Dunedin and across the street from the Gulf of Mexico. We are located in northern Pinellas County, which is the most populous county in Florida.

**Physical Description:** Concrete block, one-story building, with 2,900 square feet. There are two main rooms: a sanctuary and a fellowship hall, with two newly renovated bathrooms.

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

Within a 25-mile radius, we have seven Unity Ministries. We are 6.1 miles to the nearest Unity Center.

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

- |   |                                     |
|---|-------------------------------------|
| Small Group Ministries                                    | <input type="checkbox"/>            |
| Community Outreach/Compassionate Social Action            | <input checked="" type="checkbox"/> |
| Publications  | <input type="checkbox"/>            |
| Social Media (ex: Facebook, Twitter, livestreaming, etc.) | <input checked="" type="checkbox"/> |
| Other - Email Newsletters                                 |                                     |

## PEOPLE

Size of mailing list:	100+
Average Sunday attendance (in person, online):	40-50
Formal (voting or active) membership:	42

**Special Groups:**

Prayer Chaplains, Book Club, committees

**Church staff/other employees:**

*Dr. Cathy Zeph, Administrative Assistant; Diane Starr, Music Director and Housekeeper; Dan Stemmler and Jim Monopoli, Grounds and Maintenance. Virginia Spraker-Isaacs, LUT.*

**MINISTRY SUPPORT SERVICES**

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

Workshops Given and Topics Covered: Rev. Robert Fortner, as our Minister of Record has led strategic planning workshops in the past two years.

**MISSION, VISION, AND CORE VALUES**

Has the ministry developed Vision, Mission, and Core Value statements? ☒ Yes, in 1994

**MISSION:** Unity Community Church is a spiritual family of love, guided by God.

**VISION:** We encourage and empower each other to grow in Christ-consciousness.

**CORE VALUE STATEMENTS:** We teach, learn, and practice the Universal Truth principles that Jesus Christ demonstrated.

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

1. 1994 formed
2. June 2015, Full status membership with Unity Worldwide Ministries
3. Lost spiritual leader and co-founder, Elsie Huebner, September 2020.

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

- Sunday services.
- Fellowship gatherings after each service.
- Special Christmas and Easter services.
- Pet Blessings

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

- Regrow membership, which had declined due to Covid and death of Spiritual Leader.
- Increase prosperity and understanding where our true prosperity comes from.

## INCORPORATION AND BYLAWS

**Date Ministry Established:** June 1994

**Spiritual Leader Name:** Elsie Huebner, LUT

**Date of Articles of Incorporation (AOI):** 1994

**Bylaws – Date Adopted/Revised:** February 2009

[\*Current UWM Bylaws Template\*](#)

Check here if your bylaws are structured in accordance with the Unity Worldwide Ministries bylaw template and updated within the past three years: ☐

# About the Position

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

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### **Building Leaders and Teams, and Empowering Others**

- 3 Keeps mission, vision, values, and the WHY this ministry exists current
- 1 Plans for continual training of leadership and volunteers, ministry growth, and outreach
- 4 Implements training for boards, staff, and volunteers and fosters a team-based culture
- 5 Plans for training and utilizing licensed Unity teachers (LUT) as an integral part of the ministry
- 6 Planning for building financial development strategies
- 7 Incorporates training for Youth & Family Ministry, youth, YOU, Next Generation
- 2 Develops and leads worship experiences collaboratively with others involved

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### **Focus on Prayer, Meditation, Pastoral Care, Chaplaincy**

- 3 Demonstrates prayer consciousness and facilitates prayer & meditation classes & experiences
- 2 Compassionate and caring person, sensitive to others' needs and emotions
- 4 Focus on the pastoral care needs of the intergenerational congregation
- 1 Helps people develop a spiritual life and a prayer consciousness within the ministry
- 5 Ministers to people in crisis, offer guidance in solving problems
- 6 Makes hospital visits, visits shut-ins and nursing homes, prayer with members
- 7 Facilitates training for chaplains and utilizes chaplains within the ministry

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### **Outreach into the Local Community**

- 6 Demonstrates a desire to engage and support the local community members
- 2 Compassionate and caring person, sensitive to others' needs and emotions
- 7 Community Organizer skills to coordinate with multiple volunteers and outside organizations
- 3 Problem solver who recognizes the third option, shows persistence, and follow through
- 5 Negotiates and/or compromises, seeking the highest outcome for all involved
- 1 Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
- 4 Compassionate listener and deals effectively with different points of view

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### **Working with a Specific Group (Kids, teens, seniors, men, women, LGBTQ, etc.)**

- 1 Maintains confidentiality, understanding the laws around mandated reporting
- 2 Helps people of all ages develop a spiritual life and a prayer consciousness within the ministry
- 3 Models and teaches open attitudes with a diverse population
- 4 Ministers to individuals and families in crisis, offer guidance in solving problems
- 5 Act as a resource to additional community and support services

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### **Spiritual Social Activism**

- 1 Invites others to become involved and is a team player
- 3 Models and teaches open attitudes, active listening, and tolerance with a diverse population
- 5 Consciously educates themselves and others on the topic
- 4 Maintains a respectful presence regarding spiritual social activism
- 2 Helps to develop an inclusive consciousness within the ministry

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### **Audio/Visual(A/V) Technology Acumen**

- 2 Adept with a variety of A/V technologies to enhance the overall worship experience
- 3 Skilled in the use of virtual meeting applications (Zoom, WebEx, Meet, Teams, etc.)
- 1 Demonstrated success in delivering virtual and hybrid presentations and training
- 4 Embraces the use of social media platforms (Facebook, Twitter, Instagram, etc.) in support of the ministry's mission, vision, and values.

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### **Environmentalism**

- **2** Knowledgeable of and proficient in environmental awareness for this geographic location
- **3** Compassionate and caring person, sensitive to the environment and connection to the planet
- **7** Community Organizer skills to coordinate with multiple volunteers and outside organizations
- **5** Problem solver who recognizes the third option, shows persistence, and follow through
- **6** Negotiates and/or compromises, seeking the highest outcome for all involved
- **1** Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
- **4** Compassionate listener and deals effectively with different points of view

[click to rate](#)

### **Health & Well being**

- **5** Knowledgeable of and proficient in health, healing, exercise & nutrition
- **1** Compassionate and caring person, sensitive to the mind-body connection
- **7** Community Organizer skills to coordinate with multiple volunteers and outside organizations
- **4** Problem solver who recognizes the third option, shows persistence, and follow through
- **6** Negotiates and/or compromises, seeking the highest outcome for all involved
- **2** Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
- **3** Compassionate listener and deals effectively with different points of view

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### **Administration**

- **4** Knowledgeable of and proficient in applying ministry bylaws, policies, and procedures
- **2** Proficient in executing fiduciary responsibilities, developing prosperity awareness, and maintaining a balanced budget
- **5** Follows office management best practices and use of office systems (software)
- **1** Empowers staff and volunteers, delegates well
- **3** 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:** ADD MORE HERE....Search Committee can add

## **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 rank the following age-group categories from 1 (most populous) to 6 (least), to reflect your current active membership/attendance.

- |   |             |   |                      |
|---|-------------|---|----------------------|
| 1 | 70's and up | 4 | 20's & 30's          |
| 2 | 50's & 60's | 5 | Teens & Young Adults |
| 3 | 30's & 40's | 6 | Kids & Families      |

**4. Interests/Area of Expertise:** Please rank the following topics from 1 (highest) to 8 (lowest), to reflect your ministry's areas of interest/needed expertise from the incoming minister.

- |   |   |
|---|---|
| 1 | Sunday Services                         |
| 2 | Prayer & Meditation / Pastoral Care     |
| 4 | Small Groups                            |
| 3 | Development and Facilitation of Classes |
| 5 | Outreach in the Community               |
| 6 | Earth Care                              |
| 8 | Interfaith & World Religions            |
| 7 | Current Trending Spirituality           |

**5. Spiritual Expertise and Educational Acumen:** Please rank the following topics from 1 (highest) to 7 (lowest), to reflect your ministry's needs of spiritual expertise/acumen from the incoming minister.

- |   |                               |
|---|-------------------------------|
| 1 | Unity Foundational Teachings  |
| 2 | Bible and Metaphysics         |
| 5 | Fillmore (only)               |
| 3 | Classic Unity Authors         |
| 4 | New Thought Authors           |
| 6 | World Religions               |
| 7 | Current Trending Spirituality |

## **The Who and Why of your Ministry**

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

Local new thought students and seekers. We will soon be adding online capabilities to reach a larger audience.

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

To serve the local community with spiritual truths and spiritual support. We know that in doing so we are also uplifting all people. Unity Worldwide Headquarters and Unity Worldwide Ministries are important to UCCD.

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

We draw people wanting a better way of life through Unity Principles. This includes non-judgmental and acceptance of all peoples, lifestyles and beliefs.

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

On Sundays we envision our sanctuary filled with enthusiastic people enjoying uplifting music, prayers and messages. Our loving community also is home to study groups, classes and other spiritual practices throughout the week. UCCD also does community outreach and promotes the Unity way of life through supporting and being supported by UWM.

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**Vacancy Fill by Date:** ASAP

### **Proposed Salary Range:**

**Full Time:** Enter salary range for full-time or N/A if part time only position

**Part Time:** \$2000/month (\$24,000/annually)

**Moving Expenses:** None

**Additional arrangements, benefits, insurance, etc.:** None

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

There are many housing options in the immediate area. Pinellas County School System, private schools, and local St. Petersburg college campuses. The University of South Florida has two campuses nearby, the main campus in Tampa and another branch in downtown St. Petersburg. Along with Honeymoon and Caladesi Islands, there are many lovely county parks close by.



**Additional Comments:**

Unity Community Church of Dunedin is a wonderful opportunity for someone looking to serve a small but healthy congregation that just celebrated their 30<sup>th</sup>. Anniversary. UCCD has had guest speakers regularly 2, 3 and even 4 times a month since its inception. We don't expect our spiritual leader to be full time on a part time salary. The administrative aspects of UCCD are running smoothly. The ministry is debt free with no major dramas. Rev. Bob Fortner has provided us with guidance and assistance with staying in good standing in Unity and helping us see who we are as a ministry. Of course, there is room for growth and improvement, but the new spiritual leader does not have to rescue us, just be a loving leader who cares about Unity, Unity Community and principle-based service. As the old commercial said, "try it you'll like it (us)."

ADD COST OF LIVING COMMENTS - At or around national average

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## Release of Information Authorization

I, the Board President of Unity Community Church of Dunedin on behalf of

the Board of Directors, authorize ministerial applicants to obtain any pertinent information regarding ministry history from the permanent ministry file in Unity Worldwide Ministries' home office.

Virginia Sprake Isaacs  
Board President Signature

Virginia Sprake Isaacs, LUT  
Board President Printed Name

5/22/25  
Date