



# Ministry Vacancy Information Packet

Unity in Harlem

July 2023

# About The Ministry

Unity in Harlem is an Afro-centered, culturally diverse ministry open to all. It is currently virtual and is a cultural repository of the community. Our core values are: God's abundant love, light, and inner peace for all. Activities include Sunday services (via Zoom, YouTube, and Facebook), Tuesday Study Group, Friday Prayer Circle, 30-day Spiritual Fitness meditations, online meditations, monthly Gospelgrams, Moore House weekly meditations, Facebook page, and PILLARS. We participated in person at the 2022 People of African Descent Conference at Unity Village.

**Locality:** Harlem, New York

**Physical Description:** Harlem is located in northern Manhattan in New York City

**Do you participate in any of the following activities?** *Check all that apply.*

Small Group Ministries X

Community Outreach/Compassionate Social Action X

Publications

Social Media (ex: Facebook, Twitter, livestreaming, etc.) X

## PEOPLE

**Size of mailing list:** 156 **Average Sunday attendance:** 8 to 12

**Formal (voting or active) membership:** Currently 8, should be 9 by the time interviewing begins.

**Special groups:**

None

**Church staff/other employees:**

Marie Poncé, Musician/Soloist and Robert Poncé, Computer Technical Specialist

## **MINISTRY SUPPORT SERVICES**

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

Name: N/A

Dates: N/A

Topics Covered: Ministry Vacancy Packet and follow-up Ministry Vacancy Packet only

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

Has the ministry developed Vision, Mission, and core values?

Date 10/2/2022

UIH is the only New Thought ministry in Harlem, NYC.

### **UIH's mission is to:**

1. Determine how to best serve the diverse community of Harlem.
2. Unite all people of goodwill by using spiritual teachings, prayers, meditation and community outreach.

### **UIH's vision is to:**

1. Find a permanent home in a building or church to house UIH.
2. Provide spiritual guidance to help people solve their problems caused by personal, social, economic, environmental, and racial and gender injustice.
3. Minister to people in crisis by showing people how to develop a spiritual and prayer consciousness.
4. Build partnerships with established community-based businesses and groups that are involved in the economic growth, social welfare, education and prosperity of the Harlem community.
5. Be a spiritual link with businesses that provide New Age services such as yoga, holistic & alternative healing, wellness, entertainment, and meditative practices in the Harlem community.
6. Use all forms of communication, technology and social media to create a divine connection with the people and businesses in the Harlem community.
7. Develop and implement outreach programs to enlighten and empower people in need of spiritual counseling, support or education.

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

- 1 1/1/2012: Evolved from a Study Group to a full-fledged ministry
2. 2016: Reverend Carol J. Hunt became an ordained Unity minister.
3. 4/2020: UIH successfully transitioned from in-person to virtual.

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

- Annual Black History Program in 2020, 2021 and 2022
- Annual Day of Prayer in 9/2020, 9/2021 and 9/2022
- Annual Day in The Park in 7/2020, 7/2021 and 7/2022

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

- Grow its membership including youth
- Determine how to best serve the community, identifying organizations in the community with which we can establish relationships
- Establish itself in a permanent place

**INCORPORATION AND BYLAWS**

**Articles of Incorporation – Date:**

**Bylaws – Date Adopted/Revised:** Revised in 7/22

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

# About The Position

## MINISTERIAL CHARACTERISTICS AND EXPECTATIONS – 1 IS TOP PRIORITY, 7 IS LEAST IMPORTANT

### **Visionary / Planner / Organizer**

- 1 **Keeps mission, vision, and values current**
- 3 Planning for building financial development strategies
- 2 Plans for ministry growth and outreach
  - Incorporates training for Youth & Family Ministry, youth, YOU, Next Generation
  - Implements training for boards, staff and volunteers and fosters a learning culture
  - Plans for training and utilizing licensed Unity teachers (LUT) as an integral part of the ministry

### **Presenter**

- 1 Speaks and writes clearly as an effective Sunday speaker, teacher, facilitator, and administrator
- 2 Develops and leads worship experiences collaboratively with others involved

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

Adept with a variety of A/V technologies to enhance the overall worship experience

- 1 Comfortable in the use of virtual meeting applications (Zoom, WebEx, Meet, Teams, etc.)
- 3 Demonstrated success in delivering virtual and hybrid presentations and training
- 2 Embraces the use of social media platforms (Facebook, Twitter, Instagram, etc.) in support of the ministry's mission, vision, and values.

### **Interpersonal Communication**

- 2 Demonstrates prayer consciousness and practices spiritual principles with integrity
- 1 Compassionate and caring person, sensitive to others' needs and emotions
  - Negotiates and/or compromises, seeking the highest outcome for all involved
- 3 Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
  - Compassionate listener and deals effectively with different points of view

### **Spiritual Counseling / Chaplaincy / Pastoral**

- 2 Maintains confidentiality, understanding the laws around mandated reporting
- 1 Helps people develop a spiritual life and a prayer consciousness within the ministry
- 3 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

### **Leadership**

- 1 Invites others to become involved and is a team player with Board, LUTs, staff and volunteers
  - Models and teaches open attitudes with a diverse population
- 3 Promotes small group ministry, builds spiritual community, develops leadership abilities in others
- 2 Helps to develop a prosperity consciousness within the ministry

### **Administration**

- 2 Knowledgeable of and proficient in applying ministry bylaws, policies, and procedures
- 3 Proficient in executing fiduciary responsibilities, developing prosperity awareness, maintaining a balanced budget
  - Follows office management best practices and use of office systems (software)
- 1 Empowers staff and volunteers, delegates well
  - Implements training for boards, staff and volunteers and fosters a learning culture

**Spiritual Expertise and Educational Acumen – Top 3 priorities:**

- 1            **Unity Foundational Teachings**
  
- 2            **Bible and Metaphysics**  
  
              **Fillmore (only)**  
  
              **Classic Unity Authors**  
  
              **New Thought Authors**  
  
              **World Religions**
  
- 3            **Current Trending Spirituality**

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**Vacancy fill by date:**     3/31/23

**Proposed salary:**         \$40,000

**Moving Expenses:**

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

Professional Expenses Reimbursement: The Church will give allowance/reimbursement for all reasonable and necessary expenses incurred by him/her in carrying out his/her duties including: automobile , book/subscription/CD/DVD, continuing education, national convention/regional conferences, church-related entertainment.

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

UIH is the only New Thought ministry in Harlem. There are in NYC: Unity 58th Street, Unity in NY, Bronx-none, Staten Island-none, Queens-Unity of Flushing, Brooklyn-Unity of Brooklyn and Unity Truth Center of Brooklyn (UFBL-Johnnie Coleman).

UIH is a small ministry in the heart of traditional Christianity in a large urban setting. We are currently in virtual mode with plans to identify and get established in a permanent space. This will be a process in which the new minister will be fully involved.



## Release of Information Authorization

I, the Board Secretary of Harlem Center for Practical Christianity Inc on behalf of  
(d/b/a Unity In Harlem)

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.

*Anne Jackson*

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Board Secretary

1/5/2023

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Date