



Ministry Vacancy Information Packet

Unity of the Valley
Spiritual Center
Burnsville, MN

June 2024

About the Ministry

OVERVIEW – Our Story

Unity of the Valley was founded in 1990 by Rev. Audrey Peterson, who was encouraged to establish a congregation “south of the river,” by her minister at Unity South in Bloomington, MN.

In her 23-year tenure, before retiring in 2013, the congregation celebrated deep energy, vibrant community and robust programming for youth and adults, alike. We went from renting to purchasing our own building. We had Spring and Fall social and fundraising galas, successful fundraising campaigns, an active choir, well-attended community events, and a growing membership.

In the decade to follow, Unity of the Valley has been served by a few transitional and full-time ministers, who were each here between one and three years. Throughout this time, we have always had dedicated board members and the help of many volunteers.

During these transitions we remained financially solvent, adapted to include online offerings (during Covid) and recently partnered with an active Minister of Record, Rev. Phil Smedstad. With his guidance we made the decision to sell our building and use part of the substantial equity to set aside three-years-worth of a ministerial salary. As of July 2023, we finalized the building sale and now rent chapel, office, meeting and youth space at Presbyterian Church of the Apostles, in Burnsville, MN, located 10 minutes from our previous space. This new transitional home, has been a welcomed space to grow.

Each Sunday, we continue to receive the gifts and messages shared by wonderfully talented speakers and musicians. One week each month, we gather for a potluck to enjoy community. Our Prayer Chaplains pray with individuals after the service each week, offer a weekly group meditation and make monthly calls to requesting members. Additionally, we enjoy traditional special services such as the Burning Bowl and White Stone ceremonies and hands-on healing services. We also have a bookstore, regular book study, classes and community volunteer events.

In the months since we voted to release our space and then worked together to move, an uplifting energy has re-emerged. And as Unity Principles work, we are starting to see new faces at our Sunday Services. *How exciting!* We fervently believe there are many people hungry for our message and the tools to implement it.

Finally, in March of this year, our Unity Board of Trustees has engaged in a bi-monthly meeting rhythm and annual planning tool, to create greater efficiency and momentum. The tool being adapted is EOS/Traction, facilitated voluntarily by a congregation member. And in mid-April we engaged a small professional firm to provide our congregation with both a new website and fully integrated back-end communication and class registration platform. The firm owner is a board

president at a local Unity church, has created the current websites for both Unity Minneapolis and Unity South in Minnesota and fills a contract communication/marketing role at Unity Minneapolis. Our goal is to look forward, invest in our future, and competently spread the word!

For that reason and for our own spiritual growth, we stay committed to:

Our Vision: *A harmonious world awakened to the Oneness of all life*

Our Mission: *To deepen our connection to Spirit and one another by applying Unity Principles and holistic practices*

Our Core Values: *Spirit-led, Joy filled, Loving, Accepting and Respectful*

Now we call forth a caring, committed and collaborative, full-time minister to join with and guide us in a new co-created vision. This person will lead us to become brighter as we move confidently and radiantly into our third chapter!

Locality: Minneapolis southern suburbs

Physical Description: Our current location near the Twin Cities of Minneapolis and St. Paul offers a wide variety of artistic, cultural, educational, and sporting events as well as beautiful lakes and parks. We believe it's the friendliest, most artful, nature-loving place you could live! Minneapolis alone has 20 lakes and wetlands, the Minnesota Wildlife Refuge, and a park system with a chain of five lakes connected by bike, running, and walking paths.

Minneapolis and St. Paul are home to the Walker Art Center, the Minneapolis Institute of Arts, and many theater companies including the Guthrie Theater, and along with our two main orchestras, there are countless opportunities to experience music and dance, with almost every city offering concerts in the summer. The professional sports teams of the Twins, Vikings, Timberwolves, Lynx, and Minnesota Wild are wonderfully entertaining. We have quality schools, colleges, and universities where people of all ages can learn and grow. The Mall of America, Minnesota Science Museum, Minnesota Children's Museum, three zoos, and several amusement parks provide fun for all.

We experience four beautiful seasons, with many wonderful sports and activities, such as winter ice skating, sledding, downhill and cross-country skiing and polar bear plunges! And in the summer, we swim, fish, water ski and boat on our 10,000 Lakes, as well as explore countless picturesque bike trails. Minnesota is ranked #5 of 50 BWC Best States for Cyclists! There's never a lack of things to do and enjoy here. You can drive just a few miles and be out among our green rolling hills or travel "up north" to the quiet splendor of lakes and pines. Come experience "Minnesota nice"!

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

There are four other Unity Centers, and a Center for Spiritual Living, located in the Twin Cities metro area. The Unity Centers are located in: Golden Valley, St. Paul, Bloomington and Coon Rapids. Unity Centers in St. Cloud, MN and Eau Claire, WI are less than 100 miles away.

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) [Click or tap here to enter text.](#)

PEOPLE

Size of mailing list: 300
Average Sunday attendance: 20-25
Formal (voting or active) membership: 30

Special Groups:

Monthly Book Club, Weekly Prayer Chaplain meditations, Monthly Prayer Chaplain meetings, Monthly Drumming Circles. Current Groups to help shape our future: Ministerial Search Team and a New Website Team.

Church staff/other employees:

- Accountant/Bookkeeper
- Office Manager

MINISTRY SUPPORT SERVICES

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

Name: Rev. Greg Coles – October 2021. Rev. Marty Newman – March-May 2016.

Workshops Given and Topics Covered:

- Rev. Greg – Board & Leadership Training, Sunday Speaker and Listening Circle – October 2021.
- Debra Engle – Forgiveness webinar/workshop, “Free Yourself for More Joy!” – January 2021.
- Rev. Marty – HOPCOF. Created new Mission, Vision and Core Values. Search Team Training – March through May 2016.

MISSION, VISION, AND CORE VALUES

Has the ministry developed Vision, Mission, and Core Value statements? Yes No.

Date: January, 2022

What have been the three most important events in the history of your ministry? (Include dates)

1. February 19, 1990: Original meeting – 17 people met in a Denny’s Restaurant
2. March 2001: Purchased our (now former) building
3. October 2013: Founding minister, Audrey Peterson, retired

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

- Online Zoom ability during first years of covid – speakers/musicians online and optional congregation discussion afterwards
- Monthly potluck (ongoing) – we love to connect!
- Prayer of Transformation workshop by Rev Phil

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

- Hire, and connect with, our new minister/spiritual leader
- Relocate – to a NEW space to accommodate our new growth
- Expand and bring new energy to our congregation, youth program, classes and music program

INCORPORATION AND BYLAWS

Articles of Incorporation – Date: 9-1-1995

Bylaws – Date Adopted/Revised: 9-19-2021

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

- 1 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

- 2 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

- 3 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

- 3 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

- 8 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.

- 7 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

- 6 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

- 5 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 understand the value of continued learning and time spent together outside of weekly Sunday Service. We desire a leader who will help expand our spiritual awareness, and help further our connection as a community, by facilitating classes and bringing people in to teach and/or create a variety of enriching classes and experiences. We intend to grow, and wish to attract new families, so more current, youthful thinking, classes and atmosphere is important.

SPIRITUAL EXPERTISE AND EDUCATIONAL ACUMEN

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

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

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

- 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.

- | | | | |
|---|-------------|-------------------------------|----------------------|
| 2 | 70's and up | click to rate | 20's & 30's |
| 1 | 50's & 60's | click to rate | Teens & Young Adults |
| 3 | 30's & 40's | click to rate | Kids & Families |

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.

- | | |
|-------------------------------|---|
| 1 | Sunday Services |
| 2 | Prayer & Meditation / Pastoral Care |
| click to rate | SpiritGroups |
| 3 | Development and Facilitation of Classes |
| click to rate | Outreach in the Community |
| click to rate | Earth Care |
| click to rate | Interfaith & World Religions |
| click to rate | Current Trending Spirituality |

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.

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

POWER OF FOCUSED MINISTRY

WHO does this ministry serve?

Our Ministry serves people who seek to explore and expand their unlimited spiritual potential, who want to co-create their lives and who connect with the Unity principles of being one with God, one with each other and one with all creation.

WHY do you exist as a ministry?

Our ministry exists to spiritually transform lives, introducing people to a personal meaning or knowing of a higher power, revolutionary or expansive; and ways to connect with that power. As this awareness is believed and known, we provide an energetic space to collectively further our unique and varied depths of spiritual connection to lead co-created, joy-filled lives. We enjoy making connections with others who share a common Unity thread by participating in grounded messages together and experiencing unconditional love that isn't often known in our contemporary day-to-day experience. Our ministry offers a place to slow down and listen to our own divine, inner guidance, tapping into the peace we have within and allowing us to share it beyond our doors as we walk through the world.

What demographic resonates to the answer of your WHY question?

The demographic that resonates with us are learners, explorers and thinkers, people who are more intentional than not. They seek personal development and a richness or depth in their lives, perhaps not yet known as a spiritual connection. They likely question traditional religion, and want a positive, uplifting, joy-filled message, free of judgment and fear-based motivation, which brings peace within.

They may be in a life transition, or just restless and ready. They may have encountered a health concern and the healing messages here resonate with them. They may have been raised in the Unity principles and want to continue this path. They may be searching for a place where they can be their truest self. Whether they are individuals, couples or families who want a spiritual community for themselves and their children, they seek acceptance, compassion, and loving kindness.

Describe your vision of the perfect ministry.

We are a positive, connected, diverse, welcoming community. We have compassionate and considerate leadership, with a minister whose inspired talks draw people in, and whose heart-centered wisdom causes them to stay. Our services are authentic, alive, and uplifting with a casual, put-together feel and shared participation, where politics are left at the door. We have a clear vision and message and thriving Youth and Prayer Chaplain programs. We have an exciting variety of class offerings, including prosperity principles, new thought authors, the metaphysical bible, healers, mediums, drumming and more, to encourage community building, community outreach and personal growth. We thrive on the energy and love that we create together with Spirit. We come together to BE together.

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Vacancy Fill by Date: asap

Proposed Salary: \$71,143 annually - guaranteed for 3 years

Moving Expenses: Up to \$10,000 – to be negotiated

Additional arrangements, benefits, insurance, etc.:

Click or tap here to enter text.

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

School district 191.

Additional Comments:

Click or tap here to enter text.

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Release of Information Authorization

I, the Board President of Unity of the Valley Spiritual Center 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 be "C. H. H.", is written above a horizontal line.

Board President

4-30-2024

Date