



Ministry Vacancy Information Packet

Unity of Traverse City

June 2023

About Your Ministry

THE MINISTRY – OVERVIEW

A ministry is about its people. This Unity group is devoted to the success of its community and shows great enthusiasm for the future. Congregants consist of a cooperative, loving fellowship, eager to exemplify Unity principles and to share their time and talent. The ministry is continuing with study groups, gatherings, workshops, and programming to assist all in their spiritual journeys. Sunday, in-person church services continue with fine guest speakers in the interim. Unity has an outstanding music team and director.

Our previous minister of eight years left the church in good standing order. It is an ideal environment for a fresh start led by someone eager to carry the torch for this beautiful center for spiritual growth.

Unity thought and simplicity is surely a support for these times and Unity of Traverse City seeks a leader that will help create greater visibility in the community at large. This is a great opportunity for a new minister. The COVID experience created changes for everyone, and many people stayed home. We lost some of our family population and now need to draw them back, as well as attract new members.

The Unity message, in any community, is always a refreshing call to the light. The setting is lovely, the church is ready, and the congregants are excited. People are eager and supportive. There are healthy challenges afoot for all of us in these times. What is there not to love about Unity of Traverse City?

Locality: Traverse City, Michigan, is a beautiful community located in northwest Lower Michigan. Nestled in the heart of rolling countryside with orchards, vineyards, and access to several bodies of water, Traverse City offers outstanding recreational possibilities year-round.

A small, thriving, tourist town on Lake Michigan, Traverse City is a very desirable place to live. This big, “little city” is filled with remarkable people, surrounded by breathtaking scenery and all the amenities of a much larger metropolitan area. Traverse City is nationally renowned for its location in the heart of alluring, rolling countryside speckled with orchards and vineyards. A growing easy-to-access airport makes getting into and out of Traverse City a breeze.

Breathtaking Sleeping Bear Dunes National Lakeshore is a scenic thirty-minute drive. White, sugar-sand beaches are all along this northwestern shoreline. Traverse City and its natural wonders and parks have been highlighted in National Geographic and on the Today Show, among noted media sources, for its beauty and resources. Traverse City is a renowned tourist destination. There are bike paths and beaches for everyone.

Opportunities to play outdoors are endless. Summers in “TC” often rate a “10.” Fall is spectacular with brilliant color changes and spring is filled with unending blossoms and possibilities. Winter offers both cross-country and downhill skiing as well as other outdoor sports from snowshoeing, fishing, and horseback riding.

Northern Michigan is filled with amazing, forward-thinking environmental organizations and a city government pushing for carbon neutrality in the near future. The town has many co-operatives, including an incredible food co-op with over ten thousand members, along with an electric power co-operative. Traverse City is a bustling town of small businesses, along with Northwestern Michigan College, an impressive community college that also offers four-year programs from some of the state’s finest universities and colleges. In town, the Traverse City Symphony Orchestra, Old Town Community Playhouse, City Opera House, and National Writer’s Series provide some of the area’s grand cultural gifts, along with nearby Interlochen Arts Academy, featuring worldwide acclaimed performers. The area offers a multitude of events and festivals and an amazing downtown bursting with unique restaurants, coffee shops, microbreweries, retail stores, and the impressive, restored, State Theater, the brainchild of director Michael Moore. “Traverse” is friendly, wherever you go. There are programs for the homeless, the needy, and the distraught through many community programs.

Physical Description:



UTC is set in a lovely location with acres of hiking trails, a lovely outdoor labyrinth, and an amphitheater, both built by congregants. The church is in good condition with a newly remodeled kitchen. There is a boardroom, classrooms for children, a nursery, a great social room, a lending library, an administrative office, and the minister’s office. The sanctuary is lovely and simple with fine acoustics.

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

We serve Grand Traverse Area, NW Lower Michigan. Grand Rapids, Detroit Area 2 – 4 hours 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) YouTube, Instagram

PEOPLE

Size of mailing list: 197
Average Sunday attendance: 40-50 Summer, 30-35 Winter
Formal (voting or active) membership: 63

Special Groups:

AA, ALANON, A Course in Miracles, Compassionate Choices Group, Weekly Coffee Group

Church staff/other employees:

Music director, A/VTech, Cleaning Person, Administrator.

MINISTRY SUPPORT SERVICES

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

Name: Greg Coles (Regional Rep.)

Dates: 2021, 2023

Workshops Given and Topics Covered: Listening Circle (2021) and Vision 2.0 Workshop (2023)

MISSION, VISION, AND CORE VALUES

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

Date: Last revised in 2013

Vision: We are a thriving, Spirit-centered community, dedicated to living Truth principles that transform lives and the world.

Mission: Joyfully united in unconditional love, we celebrate a world alive with unlimited potential.

Core Values:

- Love: We express unconditional love, acknowledging God's presence in ourselves and in all people.
- Service: We joyously share our gifts with our local, national, and global communities.
- Spirit-Led: We turn within to Spirit for wisdom, clarity, and guidance.
- Compassion: We express kindness and heartfelt empathy to those moving through times of challenge.
- Integrity: We express in ways that are authentic, transparent, and in alignment with our Vision, Mission, and Values.

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

- Donation of land on which the church is built (approximately 36 years ago)
- 35th Anniversary (2018)
- Earth Care Community all 3 levels (2020)
- Kitchen remodel (2016) – Loan repaid in 2022. The ministry is now totally debt free!
- Mortgage paid (2018)

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

- Services: Christmas Eve, Burning Bowl, White Stone, New Member Ceremony.
- Yearly fall program (seven-week book study)
- Fall Fundraiser Auction. Last held in 2019.
- 35th anniversary celebration and fundraising action.

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

- Growth of congregation, attracting younger members
- Increased promotion/availability of grounds/facilities as a possible revenue stream
- Community outreach – making the community more aware of Unity beliefs, principles, and activities. Promoting Unity as providing a path to spiritual growth.
- Spiritual education – Guest speakers, workshops, enrichment classes, continuing ed, small group ministries.

INCORPORATION AND BYLAWS

Articles of Incorporation – Date: 1/31/1983

Bylaws – Date Adopted/Revised: Last Revised 2/2022

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

Unity Traverse City is seeking an individual with outstanding interpersonal skills. One who can fully engage with congregants and is comfortable and at ease when interacting with others. Someone who maintains a positive, enthusiastic, and encouraging manner while leading the ministry. An individual who is well versed in all aspects of pastoral care, and is deeply rooted in living, sharing, and teaching Unity principles.

Our ideal candidate will also possess a solid skillset of leadership characteristics. A proven track record of helping increase the size of a congregation is crucial. Being well-versed in marketing via social media and community involvement is an important quality, as well. In addition, we seek a creative thinker, problem-solver, and leader who can inspire and encourage members to follow their own spiritual path and reach their spiritual potential.

=====

Vacancy Fill by Date: ASAP Full Time Part Time

Proposed Salary: \$50,000-\$55,000 for full-time, for a 12-month contract. For shorter contracts, salary will be prorated based on the contract length.

Moving Expenses: Yes, up to \$5000 paid.

Additional arrangements, benefits, insurance, etc.:

Proposed additional arrangements, benefits, insurance, etc.: Manse allowance, health insurance, and retirement contributions are included for a full-time position, based on a 12-month contract.

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

Many rental and purchase options are available in the Traverse City area. Excellent public schools with several private and charter schools in the area. Two-year Community College, Satellite BA and MA programs from several Michigan universities are available.

Satellite BA and MA programs from several Michigan universities are available.

Additional Comments:

Prefer to offer the position on a full-time basis but would consider a part-time position. There is an Administrator employed to assist with the day-to-day operation of the ministry.

=====

ASPECTS OF MINISTRY – SKILLS AND STRENGTHS

Consider the ministerial skills and strengths that you want to see in your next minister. Navigate to the “click to rate” indicators on the left, then rank each of the seven categories below 1-7, with 1 being your top priority and 7 being least important. This information will help us connect you with ministers who possess those same top skills and areas of expertise.

- 1 Visionary / Planner / Organizer**
 - Keeps mission, vision, and values current
 - Planning for building financial development strategies
 - 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

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

- 7 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.

- 3 Interpersonal Communication**
 - Demonstrates prayer consciousness and practices spiritual principles with integrity
 - Compassionate and caring person, sensitive to others' needs and emotions
 - 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 Spiritual Counseling / Chaplaincy / Pastoral**
 - Maintains confidentiality, understanding the laws around mandated reporting
 - 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

- 4 Leadership**
 - 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
 - Promotes small group ministry, builds spiritual community, develops leadership abilities in others
 - Helps to develop a prosperity consciousness within the ministry

- 6 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

MINISTER EXPECTATIONS

Please consider the qualities, skills, and experiences you and your congregation are seeking in your next minister and then complete this short form. We will then use this information to help locate a “best match” candidate.

SPIRITUAL EXPERTISE AND EDUCATIONAL ACUMEN

Unity congregations look to their leaders to be a source of spiritual knowledge and inspiration. When hiring a new minister, it is so important to find one whose spiritual expertise and acumen align with your congregation’s educational priorities. In this section, please identify your TOP THREE priorities. Then, navigate to the “[click to rate](#)” indicator to the left of the categories. Rank your top three in order: 1, 2 and 3 with 1 being your top area of need/interest.

Select your top 3 educational priorities:

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

