

**St. James Hackettstown
Community Ministry Portfolio
April 2018**

St. James' Hackettstown, NJ USA

Extended Supply: The Rev. Dr. Franklin "Skip" Vilas

Weekly Average Sunday Attendance 41	Number Weekend Worship Services 2	Number Weekday Worship Services 0	Number Other per month Worship Services 0
Current Priest Compensation Supply Rate	Compensation Proposed \$17,745	Annual \$9,100	Housing Rectory \$988
SECA reimbursement \$2,117	Housing for How many? 5 or 6	Pension plan \$5,393	Utilities \$988
Health care No	Dental No	Housing Equity (Y/N) No	Annual Equity? n/a
Vacation One month	Details Summer	Continued Education Negotiable	Continue Edu details n/a
Continued Edu In budget yes	Sabbatical no	Travel / Auto \$1,400	Other Professional Account negotiable

We are planning to restore our rectory for our new priest.

Describe a moment in your worshipping community's recent ministry which you recognize as one of success and fulfillment:

Oddly enough this ministry began with a misaddressed envelope. It arrived at our doorstep because we were the Episcopal church in Hackettstown. Inside was a letter with a simple request from a new resident of a nearby retirement community who sought to replace a Book of Common Prayer that had been misplaced in her move. Our parish administrator took a prayer book to the letter's author, who through conversation revealed that she and her friends had no way of receiving communion. A visit was arranged with our priest, the Rev. Dr. Arthur Fouts, and from that visit has sprouted a ministry that has encouraged both members of the retirement community to attend a weekly service and members of our congregation to become Lay Eucharistic Visitors. Each week, subsequent to the 10AM service a LEV or two are sent forth from our congregation to visit Colonial Manor. There they meet a group of residents and conduct a simple service to pray for their concerns, hear the weekly collect, read and discuss the Gospel, share the Peace and receive communion. We believe that the Holy Spirit was active in growing such a rewarding ministry from such a mustard seed of a misaddressed envelope.

How are you preparing yourselves for the Church of the future?

We see the future of our parish ministry as different from the model of a generation ago. We envision that the priest we call will be able to concentrate efforts on worship, pastoral care and parish development, while the day to day administration of our parish is the responsibility of the vestry, wardens, parish administrator and committee chairs. We look forward to having our priest at vestry meetings and helping to develop future goals and direction. We also look forward to working with our priest to adapt to the evolution of the Anglican Communion.

We are excited to have a priest to share our vision of a community-wide senior ministry. We look to him or her to be the leader of our team in this.

Please provide words describing the gifts and skills essential to the future leaders of your worshipping community:

Our **Mission Statement** is: to be an open, inclusive, and caring faith community that embraces diversity and celebrates the joy of Christ

Our **Parish Motto** is: "We feed people"

We strive to be:

Committed to St. James' and seeing Christ in others while feeding their spiritual and physical hunger

Motivated to pitch-in and work to do God's will among ourselves and our community.

Sensitive to the diverse needs of our congregation and those in our community who may have a cultural experience that is different from ours.

Describe your liturgical style and practice for all types of worship services provided by your community:

St. James' has a tradition of Eucharist-based services at 8 AM using Rite I without music and at 10 AM using Rite II with organ music. For the summer, we have used alternative forms of Holy Communion, such as found in the *New Zealand Book of Common Prayer* or *Enriching Our Worship*.

How do you practice incorporating others in ministry

We coordinate with the local school system and a social service agency which supports our Gift of Warmth and Summer Backpack outreach ministries. We have advertised for community volunteers to help with our Backpack program and have collected community donations for our food outreach while participating in our town Memorial Day parade.

As a worshipping community, how do you care for your spiritual, emotional and physical well-being?

We have learned to rely on or expand ministries that we had prior to our transition period. We have maintained a consistent schedule of weekly worship and fellowship activities. These include a weekly coffee hour after worship, a monthly family breakfast, and family friendly evening activities that encourage fun interactions. Our prayer ministry maintains a connection with the spiritual needs of members who request the support of prayer. Our CARES group provides transportation to medical appointments and prepared meals for members who are recovering from an illness. We are blessed to have the services of a retired priest who provides pastoral visits to the homebound, along with a cadre of Lay Eucharist Visitors and Lay visitors who also provide companionship and prayer with the homebound.

How do you engage in pastoral care for those beyond your worshipping community?

St. James' is located at a hub surrounded by four senior living facilities. A ministry of conducting a simple service with the distribution of eucharist after our Sunday worship has been established. This affords our lay eucharistic visitors the opportunity to visit and share the gifts of conversation and fellowship with these residents. A retired ordained priest also provides communion to the homebound. Our Sunday school visits a senior residence to meet the residents and share crafts and cards that they have made. We look forward to exploring more ways in which we can serve seniors.

Describe your worshipping community's involvement in either the wider Church or geographical region:

St. James' is blessed with a facility that is handicapped accessible which we are able to offer so that the community can come in through our doors. Here we provide space for the Joseph Quinlan Bereavement Center for counseling, serve as a satellite location for the North Porch Infant Care ministry, Summer Backpack supplemental food program, and host the Literacy Volunteers who aid adults learning to read. Finally, our space is shared by a Spanish-speaking congregation.

We also extend beyond the boundaries of our property by serving the community through outreach. Our eucharistic visitors provide weekly visits to local senior centers to worship and share communion with residents. We have a dedicated group of knitters who coordinate with knitters from Heath Village to craft scarves and caps for the Seamen's Church Institute of Newark. We support a local food-insecure family, and financially support the Good Shepherd Home in Cameroon, Africa, the Episcopal Relief and Development Fund and the diocese Alleluia Fund. Our Sunday school students assemble bags of groceries that are donated by our congregation for distribution on the celebration of Thanksgiving, Christmas and Easter. We also participate in district meetings for our diocese.

Tell about a ministry that your worshipping community has initiated in the past 5 years. Who can be contacted about this?

As discussed above we began a ministry of visitation and delivery of the eucharist to a local senior center that is not served by a chaplain. This ministry goes beyond the communication of the eucharist, to a simple service that incorporates group prayer, the weekly collect, reading and discussing the Gospel, and sharing the Peace. Kathy Lacouture coordinates this ministry.

What is your practice of stewardship and how does it shape the life of your worshipping community?

We teach the concept of year-round stewardship and discipleship. We encourage proportional giving and the Biblical basis of the stewardship of our time, talent and treasure for our church and beyond. Fall is the traditional time for "Stewardship Sunday" with an address given by a congregant and the distribution of pledge card materials. Subsequent weekly service bulletins contain written narratives reinforcing aspects of the concepts of stewardship. We cap off this aspect of pledging with a potluck dinner during which we ingather the pledge cards and share fellowship and fun games. The collected cards are then presented at the altar the following Sunday.

Throughout the year we organize activities that support the maintenance of our properties and decorate our sanctuary for liturgical seasons. Articles about stewardship throughout the year are published in our monthly parish *St. James' Journal*. We provide a system of two envelopes for weekly giving, one for the general operating fund and one for a building fund, as well as envelopes for special offerings. We also have available electronic direct deposit of pledged contributions and receipt of bank scheduled payments.

What is your worshipping community's experience of conflict? And how have you addressed it?

In our past a leadership member felt bullied by another leadership member. Vestry was apprised. The book, "When Sheep Attack" which addresses the issue of bullying was distributed to the vestry and discussed. Forums and discussions were held for vestry and congregation about issues of bullying and conflict resolution. This is no longer an issue.

We also had the experience that our long-term rector left in what we perceived to be an abrupt way. This threw our congregation into turmoil, however, we found it to be short-lived. We felt that by the grace of God, it was up to our congregation to rise to the occasion and we did. It became a question of taking care of our church family and this helped us enormously in getting past the situation. As a church family we found ourselves bathed in love, enough love to get past the loss.

What is your experience leading / addressing change in the church? When has it gone well? When has it gone poorly? And what did you learn?

Typical of other churches we experience fluctuations in church attendance. This has challenged us to adapt our strategies for communicating with our congregation. We currently communicate through weekly announcements, Constant Contact emails and a monthly "St. James' Journal".

We believe that the congregation is better served by having consistent clergy presence during our period of transition. We have engaged long term supply priests to ensure this. Along with this we have come to rely on our supply clergy for liturgical rather than administrative duties. We have employed a part-time parish administrator who provides consistent organization. Although we have experienced a learning curve with missed deadlines, etc., we believe that we have made great strides in running our day to day operation.

Prior incumbents

Name	Position Title	Date Begun	Date Ended
Rev. Robert Solon	Extended Supply	September 2017	April 2018
Rev. Dr. Arthur Fouts	Priest -in-Residence	April 2015	June 2017
Rev. Elizabeth Meyers	Extended Supply	January 2014	February 2015
Rev. Dr. Cathy Deats	Rector	February 2002	December 2013

Church School	For Children		Number Students
	Number Teachers/Leaders		
	2 Adults & 1 Teen Assistant		7
For Teens / Young Adults		For Adults	
Number Teachers	Number Students	Number Teachers/Leaders	Number Students

Media Links:

Website: <http://www.stjameshackettstown.org>

Online references: [www.facebook.com/St. James' Episcopal Church Hackettstown](http://www.facebook.com/St.James'EpiscopalChurchHackettstown)

Languages represented: Provide Worship or classes in English

References

Bishop:	Bishop Mark Beckwith
Diocesan Transition Minister:	The Rev. Ginny Dinsmore
Current Warden:	Paul Bartkus
Previous Warden:	David Lacouture
Search Chair:	Peter Quelly
Parish / Institution:	St. James
Local Community leader:	Janice Cipriani, Marketing Director Heath Village