

## Armour Heights Presbyterian Church Congregational Profile

January 9, 2017

### **Contact & Heritage**

|  |                             |
|--|-----------------------------|
| Armour Heights Presbyterian Church               | Church office: 416-485-4000 |
| 105 Wilson Avenue                                | Church fax: 416-485-2304    |
| Toronto, Ontario M5M 2Z9                         | Parish Nurse: 416-485-3741  |
| Presbytery of East Toronto                       | Church office email:        |
| 1951: Congregation organized                     | estone@armourheights.org    |
| 1998: Congregation amalgamated with Melrose Park | Web: www.armourheights.org  |

#### **Search Team Chair**

Michael Nettleton  
c/o Armour Heights Presbyterian Church  
105 Wilson Avenue  
Toronto, Ontario M5M 2Z9  
416-445-3181  
clerk@armourheights.org

#### **Interim Moderator**

Rev. Richard Fee  
345 Berkeley Street  
Toronto, ON. M5A 2X6  
647-224-8554  
rwfee@sympatico.ca

### **Church Information**

#### **Average weekly attendance**

|                          |         |
|--------------------------|---------|
| Sunday worship (Sep-Jun) | 80-110* |
| Church school (Sep-Jun)  | 7-10*   |
| Sunday worship (Jul-Aug) | 40-60*  |
| * estimated              |         |

#### **Other services**

|                             |          |
|-----------------------------|----------|
| Communion (family)          | 10-20*   |
| Communion (traditional)     | 100-120* |
| Christmas Eve (family)      | 100-120* |
| Christmas Eve (traditional) | 200*     |

#### **Christian education**

| <b>Age group</b>       | <b>Enrollment</b> | <b>Curriculum used</b>     |
|------------------------|-------------------|----------------------------|
| Nursery (pre-toddlers) | 0                 | Spark                      |
| JK/SK (age 4 to 5)     | 4                 | Spark                      |
| Primary (gr 1-3)       | 7                 | Spark                      |
| Junior (gr 4-6)        | 12                | Spark                      |
| Youth                  | 4                 | Spark                      |
| Young adults           | 7                 | Spark                      |
| CYOB/MP Kids           | 15                | Specific programs          |
| Youth in Mission       | 6                 | 2018 Overseas mission trip |
| Adult Bible Study      | 6-8               |                            |
| Annual Women's Retreat | 15                |                            |

## Financial statement (2015)

| Income from                                    |                  | Expenses               |                    |
|--|------------------|------------------------|--------------------|
| Offerings / Gifts                              | \$309,287        | Staffing & Contracts   | \$278,120          |
| Trust Fund Income                              | 98,933           | Ministry Programs      | 49,263             |
| Rentals  | 38,321           | Church Upkeep          | 73,532             |
| Manse Rentals                                  | —                | Manse Upkeep           | 8,464              |
| Fund Raisers                                   | 16,939           | Communications & Other | 21,638             |
|  |                  | Gifts to others (PS)   | 85,242             |
| <b>Total Income</b>                            | <b>\$463,480</b> | <b>Total Expenses</b>  | <b>\$516,259</b>   |
| <b>Approved budget (2016)</b>                  |                  |                        | <b>\$477,126</b>   |
| <b>Presbyterians sharing allocation (2016)</b> |                  | Requested / Accepted   | \$44,500           |
| <b>Trust Funds (as of December 31, 2015)</b>   |                  |                        | <b>\$2,300,000</b> |

## ***Congregation and Community***

### **Type of Congregation**

Armour Heights is a dynamic congregation in the heart of Toronto with a keen desire to flourish and grow. We are similar to many Presbyterian congregations and have many assets to build upon as we look towards the future. Loving and trusting relationships enable our ministries and programs. We are blessed with leaders who know and cherish the congregation. The next step in our journey is increased outreach to deepen our relationship with our wider community.

In our Statement of Faith we invite our congregation and community to ***Discover the Vitality of Faith***. Developed in 1991, it shepherds our ministries and programs and describes our identity, our vision and our commitment to faith. We identify ourselves as a community of people bound together by belief in Jesus Christ as Lord and Saviour. Our congregational family comes from all corners of the globe, are of all ages, both male and female, united in a common desire to experience together and share with others the vitality of faith. We have a compelling vision to accept our responsibilities as people gifted by God's grace with an outward looking focus to service. We have a commitment to pursue our goals undertaking to be biblically knowledgeable, faithful, and innovative.

***Discover the Vitality  
of Faith.....where  
God is experienced  
through***

- ✠ Fellowship
- ✠ Service
- ✠ Commitment to Faith

### ***Ministry teams***

Armour Heights pursues a broad set of initiatives towards our goals and vision. Beyond pastoral care that historically has been primarily provided by clergy and our Parish Nurse, we put fellowship, service and commitment to faith into action through five ministry teams: Worship

and Music, Family and Youth Ministry, Welcoming and Fellowship, Social Outreach, and Health Ministry. Many faces and hearts contribute to our warm and welcoming atmosphere; many hands serve with love and joy on behalf of the congregation; and many spirits innovate, coordinate and occasionally improvise in the leadership of our programs and ministry teams. A summary of pertinent activities of these ministry teams is in this profile and further information is available in our 2015 Annual Report.

### ***Adapting to changing realities to serve an intergenerational congregational family***

Armour Heights has always been attentive to offering a positive and caring environment for its intergenerational congregational family. From its founding this has been a key aspect to the congregation growing and flourishing. As leadership has identified a need or an opportunity to respond to changing realities of the church in society, the congregation has met these opportunities and needs through commitments of time, of prayer, and of financial resources. We have responded to changing realities as summarized below.

#### *Chronology of significant milestones in the recent life of the congregation in response to changing realities*

- 1980 Establishment of paid Christian Education Director
- 1988 Creation of a second position in Ministry — Rev. Diane Strickland joins Armour Heights part time as Congregational Development Coordinator
- 1994 Expansion of the Saunders Street entrance to provide barrier-free access, increase accessibility on grade and provide additional meeting and Christian education space
- 1998 Amalgamation of the Melrose Park and Armour Heights congregations at the Armour Heights location, including creation of the Melrose Park Outreach Trust Fund (MPOTF)
- 1998 The congregation commences its intentional focus on Family and Youth Ministry covering a variety of events and activities for different age groups within the church and neighbouring community
- 2000 Purchase of home on adjoining property for use if desired as manse
- 2000 Establishment of the Health Ministry Team, joined in 2001 by Rebecca Dick as Parish Nurse, who was succeeded in 2006 by our second Parish Nurse Linda Alldred-Johnston. The Health Ministry Team addresses the delicate balance of body, mind and spirit in our congregation and community
- 2001 Expansion of the second position in Ministry to full-time — Rev. Dr. Carol Loudon increased from part-time to full-time Associate Minister. This position was continued by Rev. Jen Sokolowsky commencing in 2005 supported by our Family and Youth Ministry Team

- 2007 Innovation of Family Worship Services with the introduction of active and participative forms of worship several times per year
- 2008 Creation of Sponsorship Team to provide settlement support to three sisters from the Congo
- 2011 Establishment of a weekly Parent and Tot program (in hiatus during this interim period)
- 2011 Youth Mission trip to lead a week-long vacation bible school at Bethel PC in Sydney, Nova Scotia
- 2011 Annual women's retreat established
- 2012 Establishment of Mission Possible: Kids (MP Kids) focused on introducing young children in the community to helping with community services sponsored on Friday evenings in response to neighborhood demographics
- 2014 Youth Mission trip to PWS&D missions in the Ukraine and Hungary
- 2015 Upon Associate Minister's decision to accept another call, Family and Youth Ministry offers many programs including Sunday School, Family Worship Services, MP Kids, Parent and Tot, Book Study Groups, Outreach, and Congregational Events.
- 2016 Youth Mission trip with Knox PC Waterloo to Winnipeg missions working with the native population

***Worship and music — Faithful living of the word***

Sunday morning worship is of central importance to the congregation and is often relatively traditional, and supplemented periodically by innovative seasonal services. Greeters are at the main entrance offering a welcome smile, a friendly hello, and an answer to any questions one might have. As a family-oriented church we joyfully celebrate intergenerational worship together on most Sundays with children and youth leaving for Sunday School at the second hymn, after a story time of reflection in the sanctuary. Our congregation appreciates services that inspire, challenge, nurture and educate. A time for fellowship follows the service. Distinct from our traditional worship and communion services we have also enjoyed: active and participative family services; family communion and ongoing monthly services appealing to all ages; holiday worship services on Good Friday, Christmas Eve and the Christmas Pageant; a meaningful Remembrance Day Service to honour those who have served our nation, and a Blue Christmas service.

Music provides a key element in our faith exploration each Sunday and we are blessed with an excellent and inspirational music program led by Bruce Nasmith, Music Director, who has been with us since 1991. Our choir consists of about 15 choristers including paid leads. Traditional music is complemented with other genres such as contemporary, folk, and African. New music or hymns are embraced by our members when introduced to worship. The congregation and community enthusiastically embraces other special musical performances such as Sing-Along Messiah supplemented by orchestral musicians, a Christmas holiday performance, and periodic hymn sings based on congregational favorites.

### ***Active outreach activities***

The congregation is supportive of outreach programs within and beyond the local community. Support is offered through monetary grants, donation of time and talents, and pastoral care for spiritual needs beyond our immediate church family. Outreach is an important way for individuals to live out their personal faith including both local community programs (for example, Vacation Bible School, Parent and Tot, MP Kids, parish nurse ministry, neighborhood Christmas carols) and those beyond our local community (for example, mission trips, Christmas Angels, Christmas Bazaar and periodic rummage sales). Those who worship with us, friends of our congregation and clergy have a long tradition of reaching out to our neighbours and our denomination, to support diverse undertakings such as Presbyterians Sharing, Evangel Hall, Portland Place, Knox College, ARISE Ministry, and Boarding Homes Ministry.

In addition to visitation and consultation, our Parish Nurse along with the Health Ministry Team provides educational programs and events for all ages focused on integrating health and faith and also explores avenues for further outreach into the community.

Another aspect of outreach is offering to the community the use of our facilities which are used extensively throughout the week by parishioner groups and external community groups, including the use of church facilities by the First Toronto Korean Church on Sunday afternoons.

### ***A healthy congregation***

Armour Heights is fundamentally a healthy congregation based on our second Natural Church Development Survey completed in November 2015. Loving Relationships and Gift-based Ministry emerged as the strongest NCD characteristics and others with solid performance are Empowering Leadership, Effective Structures and Inspiring Worship Services. This bodes well for us as it indicates health and balance across a spectrum of the congregation's life. We believe this is achieved through strong active ministries and teams as we have a number of leaders and volunteers who give generously of their time to sustain the life of our congregation.

The Passionate Spirituality (or personal faith) characteristic was lower ranking which means there are opportunities to help us grow spiritually both as individuals and as a congregation. Where we clearly have an opportunity to grow is in our use and understanding of scripture, our ability to share our spiritual experiences with others (both within and beyond our church) and prayer both individually and particularly for each other. Like many other Presbyterian congregations we need to explore ways to broaden and expand our understanding of Passionate Spirituality as it relates to our denominational traditions. Given our strength in Loving Relationships and relative lack of conflict within the congregation we have a tremendous foundation upon which to build this identified area of growth.

### ***Our finances***

Our financial resources includes congregational givings, income and capital from Melrose Park Outreach Trust Fund, Manse Fund and Memorial Trust Funds. Additional financial information can be obtained in the 2015 Annual Report.

## Type of Community

The physical community around Armour Heights is an established, well-resourced area in the heart of the City of Toronto. The church is easily accessible by car only minutes from major north-south arteries such as Avenue Road and Yonge Street while the major expressway (401) and Wilson Avenue and Lawrence Avenue provide easy east-west access. By transit, we are a short bus ride from TTC line 1's York Mills subway station. The local community is bounded broadly by Sheppard Avenue to the north, Clyde / Grey Avenue to the west, Lawrence Avenue to the south, and Yonge Street to the east. The extended community of Armour Heights (where a number of congregants reside) includes the neighborhoods bordering on Armour Heights: especially North Toronto, Downsview, York Mills, Don Mills, and Leaside. We are the only Presbyterian church within the local community boundaries and there are seven other churches.

These neighbourhoods have the reputation of being among Toronto's most family friendly, enjoying broad streets, a well-established tree canopy, parkland and an abundance of excellent public and private schools and clubs. Dwellings in these communities include a broad range of single-family homes, apartments and condominiums.

The majority of area residents are families and seniors populated by a full range of age groups and family structures. The local community is estimated to have a population of 25,000. The large recent immigrant population common in many parts of the City is not prevalent in the local community.

### *Who worships with us regularly*

The active number of congregants is about 150 (2006 – 300) and the total population of members and adherents including children is about 300 (2006 – 460). Members and adherents aged 65 and over represent about 35% of our congregational family.

| <i>Age demographics for the congregation</i> |      |    |      |      |
|--|------|----|------|------|
|  | 2016 |    | 2011 | 2006 |
| Age  | #    | %  | %    | %    |
| 0 to 14                                      | 31   | 11 | 13   | 17   |
| 15 to 25                                     | 34   | 12 | 11   | 8    |
| 25 to 45                                     | 40   | 14 | 15   | 12   |
| 45 to 65                                     | 85   | 30 | 30   | 30   |
| 65 to 80                                     | 70   | 24 | 23   | 17   |
| 80+  | 27   | 9  | 8    | 15   |

Given these age demographics, many of those who worship with us are retired. Of those that are not retired many have white collar occupations in business or the professions (medical, legal, teaching, accountancy).

There is a high level of family commitment and continuity in our congregation. Given the stability of our local community, we have a number of members and adherents who have called Armour Heights their church home for a number of years. Children of these long-term members were nurtured in our community of faith and a number

of them remain active congregants today as adults serving on Session or our Ministry Teams. We also have a number of grandchildren of these long-term members and adherents in our Sunday School and Youth programs representing the future generation of Armour Heights.

Families with children represent 54% of all families in the local community compared to the Toronto average of 45%. Family sizes in our community are modest with 2.3 children on average.

Observing that families with young children and youth below the age of 25 form a smaller proportion of our congregation at 23% compared to the local community of 35%, we see

| <i>Age demographics of congregation compared to the local community</i> |           |                |        |        |        |
|---|-----------|----------------|--------|--------|--------|
|   | Community | Armour Heights |        |        |        |
| Age   | 2016 %    | 2016 %         | 2016 # | 2011 # | 2006 # |
| 0 to 14   | 20        | 11             | 31     | 52     | 80     |
| 15 to 25  | 14        | 12             | 34     | 44     | 38     |
| 25 to 45  | 12        | 14             | 40     | 62     | 193    |
| 45 to 65  | 24        | 30             | 85     | 124    |        |
| 65 to 80  | 28        | 24             | 70     | 93     | 79     |
| 80+   | 16        | 9              | 27     | 34     | 71     |

Note : Community figures are drawn from City of Toronto Neighbourhood Profiles from 2011 Census for Ward 16 in which the congregation is located.

opportunity. These data support a continued focus by the congregation on serving families and youth. It is also clear that a focus on families with younger children and youth is crucial for our future.

We are encouraged that our proportion of members and adherents in the age cohort from 25 to 65 is higher than the local community.

By Toronto standards, visible minorities are less represented and comprise less than 20% of the population in the local community as compared to the city wide rate of 49%. The ethnic makeup of the neighbourhood is dominated by

those originating from Canada or the British Isles. Although there are a variety of other ethnic backgrounds represented in the area, these families would be best classified as established immigrant families that are often second or third generation Canadians.

Like the local community, our families with children are predominately dual-income earners. The area is a relatively wealthy part of Toronto and our belief is that higher household income is the result of many affluent families where both parents pursue careers. More than 75% of the population aged 25 and over hold post-secondary institution degrees. This means that child care during the day for many families is either provided by nannies or in day-care centres. As a result, family life is extremely busy with multiple commitments for child-oriented activities such as sports, music lessons and similar activities and family-oriented activities such as summer/year-round cottages, ski club memberships, and major vacations.

***Community housing and living patterns***

Local community housing is dominated by single family detached or semi-detached houses with a high percentage of home ownership. The neighborhood has relative stability with a significant proportion of households having lived at the same address for more than five years. Based on our

| <b><i>Housing patterns of community compared to congregation</i></b> |                  |                       |                 |
|--|------------------|-----------------------|-----------------|
|  | <b>Community</b> | <b>Armour Heights</b> |                 |
| <b>Type</b>  | <b>2016 (%)</b>  | <b>2016 (%)</b>       | <b>2011 (%)</b> |
| Single family dwellings  | 58               | 72                    | 75              |
| Condominiums/ apartments   | 42               | 24                    | 25              |
| Total number of households   | 100              | 96                    | 100             |
| Retirement residences  | Minimal          | 4                     | Not available   |

own congregation’s experience, we are familiar with two patterns: (i) seniors and empty nesters selling their homes and (ii) couples moving into the community with young children or with expectations of starting a family. Family households with dependent children represent about 7% of the congregation’s households.

Those selling their homes in our congregation often choose to remain in our local community or adjoining neighbourhoods downsizing to smaller homes, condominiums or rental properties.

About 72% of our members live in single family dwellings, 24% in condominiums or apartments and the balance in retirement homes. This is fairly consistent over the past decade. Although somewhat expensive for newcomers, the area has many long-time residents. So while new occupants require above-average incomes to purchase a home in the community many retired seniors do remain living on much more limited incomes. Condominium development in the area has increasingly focused on the retired seniors market offering them a way to downsize accommodations while remaining close to family, friends, and familiar environments such as Armour Heights.

The congregation’s living patterns of single persons is reflective of the number of members in the age cohorts above 64 which is different than the community pattern of adults with dependent

| <b><i>Living patterns of congregation compared to community</i></b> |                  |                       |                 |
|---|------------------|-----------------------|-----------------|
|   | <b>Community</b> | <b>Armour Heights</b> |                 |
| <b>Occupants</b>  | <b>2016 (%)</b>  | <b>2016 (%)</b>       | <b>2011 (%)</b> |
| Single persons  | 15               | 41                    | 10              |
| Two or more adults  | 32               | 30                    | 62              |
| Adults with dependent children                                      | 53               | 29                    | 28              |

children. This demonstrates that there are needs within the congregation surrounding issues of ageing, loss of a spouse and isolation. It also shows growth potential for the congregation through outreach to the community to reach adults with dependent children at home.



## Congregational staff

| Name                   | Title                         | FT/PT          |
|------------------------|-------------------------------|----------------|
| Erin Stone             | Administrator                 | 25 hours/wk    |
| Jholima Ramirez        | Custodian                     | 25 hours/wk    |
| Linda Alldred-Johnston | Parish Nurse                  | 19 hours/wk    |
| Bruce Nasmith          | Music Director                | 10 hours/wk    |
| Vanessa Horne          | Christian Education Assistant | 10-15 hours/wk |

## Ministers-in-Association

|               |                         |
|---------------|-------------------------|
| Carol Loudon  | Minister-In-Association |
| Rodger Talbot | Minister-In-Association |

## Additional Information

|  |   |   |
|--|---|---|
| How long has the position been open?                               | Our previous Associate Minister for Family and Youth took up a new call in April 2015 and our Senior Minister retired at the end of August 2015 — the congregation chose to enter a period of intentional Interim Ministry that commenced in September 2015 |   |
| By whom was the position last filled?                              | <b>Rev. Carolyn McAvoy</b> — Interim Minister (FT) September 2015 to present  | (416) 485-4000 Armour Heights<br>(905) 670-1358 mobile<br>cbmcavoy@rogers.com             |
| Three previous ministers for Senior Minister                       | <b>Rev. William (Bill) Middleton</b> — from February 1978 to August 2015 — retired  | (416) 487-6294 home<br>(416) 451-4949 mobile<br>bmid@rogers.com                           |
|  | <b>Rev. Dwight Nelson</b> — from amalgamation with Melrose Park in November 1998 to June 2000   | (519) 345-2530 Cromarty<br>(519) 527-0170 First Seaforth<br>dwight.e.nelson@gmail.com     |
|  | <b>Rev. Scott Duncan</b> — from Armour Heights inception to December 1976   | Deceased  |
| Three previous ministers for Associate Minister for Family & Youth | <b>Rev. Jennifer (Jen) Sokolowsky</b> — Associate Minister Family and Youth (FT, transitioned on request to 3/4 PT) from February 2005 to April 2015 — currently at Erindale PC   | (905) 277-4564 Erindale PC<br>(647) 235-6525 mobile<br>jensokolowsy@gmail.com             |
|  | <b>Rev. Dr. Carol Loudon</b> — Associate Minister (FT) November 2000 to June 2004 and interim September to October 2004 — retired   | (416) 485-3645 home<br>cloudon@rogers.com   |
|  | <b>Rev. Laura Duggan</b> — Christian Education Coordinator (PT) Sep 1995 to Nov 1998 — Minister, Family & Youth (PT) Nov 1998 to Jun 2000 — currently at St Andrews Newmarket   | (905) 895-5512 St Andrews PC<br>(905) 953-7811 home<br>lauraduggan@standrewsnewmarket.org |

## **Armour Heights Presbyterian Church Requirements of Ministerial Team**

### **Overview**

Armour Heights is a dynamic congregation in the heart of Toronto with a keen desire to continue to flourish and grow. The next step in our journey is increased outreach to deepen our relationship with our wider community.

Those who are called to ministry at Armour Heights are expected to be persons of deep Christian faith, and able to communicate this faith in a way that is vibrant and relevant to the hopes and concerns of our faith community and to the world which opens beyond our doors.

We are seeking leaders who demonstrate a desire and commitment to continued learning, a passion for serving the community, and a strong grasp of technology and its potential uses in building and sustaining connections between the congregation and community.

In recognition and celebration of our experience of joyful worship encompassing the generations, we are seeking a ministerial leadership team of up to two people with a strong sense of call to:

- Lead us in our **worship life**.
- Nurture us in the **development of personal spiritual growth**.
- Interface and **reach out to our community** in witness to the love of Christ for the world.
- **Build on the relationships** we have in our community, with individuals, partners and institutions, to foster new ones.
- Enrich and ground us in the foundations of our faith through **Christian education** for all age levels.
- **Develop and care for pastoral needs** at all age levels in our congregation and community.

We have found these areas to be significant foundations for our community of faith. At the same time we are open and eager to engage with the right candidates in their vision for Armour Heights. We envision that this team will help us to celebrate the existing traditions of our congregation even as we establish new ones as we journey together into the future and deeper into our community.

We anticipate that those whom God calls to us will come with their own gifts, experience and ideas. You will engage us, challenge us and share with us your own rich experiences of ministry. We welcome the way these new relationships between ministers and congregation will be formed. And we are open to visionary approaches to lead us in the foundations of our community of faith.

We welcome applications from teams as well as individuals, and are flexible as to a part time arrangement.

At least one of the leaders called to Armour Heights will be an ordained minister of Word and Sacrament within the Presbyterian Church of Canada.

## ***Foundations of Ministry for Armour Heights***

### **Worship and preaching**

1. **Planning and leading worship** — arranging worship at regular and special services — regular worship may involve multiple services, and innovative outreach-focused worship forms — special celebrations include Welcome Back, Remembrance, Anniversary, Advent, Christmas, Pageant, Lent, Easter, Church School Recognition, and others

### **Personal spiritual growth**

2. **Personal and spiritual development** — encouraging personal spiritual growth — and supporting and sustaining special programs including our annual Women's Retreat
3. **Developing Christian leadership** — equipping church members to facilitate congregational servanthood — building awareness of spiritual gifts — and creating and supporting opportunities to serve in the ministries of the congregation

### **Active outreach to our community**

4. **Programme development** — developing, organizing and overseeing congregational outreach programs and activities responding to community need — building on existing family outreach programs including Parent and Tot, MP Kids, and Camp in Your Own Backyard — and developing outreach to youth and young adults
5. **Mission outreach** — developing and coordinating mission opportunities for youth and young adults, families and adults — building partnerships with complementary community agencies — and outreach to missions in the broader church and community

### **Christian education**

6. **Christian education** — overseeing and supporting the year-round Christian education programs and activities of the congregation, for all ages — and preparing and implementing programs appropriate for special days and seasons in the church year
7. **Work with youth and young adults** — overseeing programs for Junior and Senior High and young adults — facilitating involvement in the ministries of the congregation — and promoting participation in broader PCC programs for youth

### **Pastoral development and care**

8. **Pastoral development** — facilitating participation and involvement of children, youth, young adults, families and older adults in the life of the congregation — follow up with newcomers of all ages and families of all kinds — and welcome special ceremonies for community members
9. **Pastoral care** — providing counsel and support by appointment, by telephone, by social media, by walk-in to all ages — conduct regular and responsive visiting to individuals to bring our community of care to them

### **Administrative oversight**

10. **Administration and stewardship of the congregation** — moderate Session and support Managers, Trustees and Ministry teams — oversee congregational staffing — facilitate congregational communications — and maintain liaison with Presbytery and PCC

**Stipend and Allowances:**

Each stipend will be commensurate with the requirements of the General Assembly and the Presbytery of East Toronto. For an ordained full-time position:

1. Stipend, including travel \$ TBD
2. Housing allowance \$ TBD  
Alternatively, a three bedroom manse is available adjacent to the church property
3. Continuing education \$
4. Resource allowance \$
5. Two weeks study leave
6. Five weeks vacation
7. Health and dental benefits

**Other Terms:**

As with other staff members at Armour Heights, each Minister will meet with the Personnel Team at least once per year to engage in a shared review and evaluation. This review is always conducted with a view to supporting and encouraging staff members, dealing with any needs and concerns in practical and positive ways. Staff may also meet with the Personnel Team at other times throughout the year to address specific issues or needs.

Each Minister will be supplied with office space, telephone, computer, and shared support from our congregational Administrator.

**Revision: January 09, 2017**