



## **PINE GROVE COMMUNITY CHURCH**

The Free Methodist Church in Canada

3592 Pine Grove Road, R.R.1

Seeley's Bay, Ontario

K0H2NO

613-382-2989

[www.pgcc.ca](http://www.pgcc.ca)

Contact Person: Jill Wand – Chair

Mailing Address: as above

Phone: 613-382-2989



Delegates: Matthew Revelle, Jill Wand-reserve

April 10, 2024

Pine Grove Community Church (Free Methodist Church in Canada) is seeking a Lead Pastor who can spiritually Shepherd and lead us.

We are a body of believers who have a desire to be spiritually fed and challenged through Biblical teaching. We believe, through God's grace, that worship, prayer, generosity, and discipleship are the foundation of our faith equipping us to lead by the Holy Spirit.

The Lead Pastor's responsibilities will include weekly Bible based preaching, Pastoral care, encouraging and promoting Church revitalization through building small groups, prayer initiatives, discipleship opportunities and supporting Ministry Leaders.

We have a thriving children's program. For this very successful program to continue to grow, it will require support and direction for our new Lead Pastor. We are also seeing a growth in our youth ministry. The Lead pastor will be expected to be able to connect with and care for our youth as well as serve as a mentor for someone who can take on the role of youth leader. In addition, there are also opportunities for the Pastor to reach the parents of the unchurched children who have been attending our Tuesday evening program in high numbers.

Pine Grove requires someone who has a sincere desire to hear from and be led by the Holy Spirit. They need to have strong communication and listening skills, be compassionate, humble, with a deep personal faith who strives for unity and is enthusiastic and personally engaging with the congregation.

They should be skilled in identifying and understanding the unique needs of the church to guide us towards a greater measure of spiritual health.

The successful candidate will report to the Governance Board and will be comfortable working collaboratively and in unity with all members and staff.

Our prayer is “God’s Will” will be done and He will be glorified as we navigate through our search for a new Lead Pastor.

## **Pine Grove Community Church**

(Free Methodist Church in Canada)

### **VISION, MISSION, & CORE VALUE STATEMENTS**

#### **VISION**

To know God and to glorify Him by making Him known.

#### **MISSION**

Pine Grove desires to be a place where all people can encounter an authentic relation with God, in Christ, through the Holy Spirit.

#### **CORE VALUES**

(Core Values are Biblical values that guide the work)

**INTEGRITY** - truth, Biblical teaching, and reverence

**WORSHIP** – Through the power of Prayer and Praise with reverence

**GROWTH** – Encourage each other in daily spiritual growth.

**RELATIONSHIPS** – Fellowship and family showing the love of Christ.

**EVANGELISM** – and outreach service to the community

**LEADERSHIP DEVELOPMENT** – on going development of Spiritual Leaders is essential to growth and excellence.

**LOCAL CHURCH INFORMATION**

Church Name: **PINE GROVE COMMUNITY CHURCH**

Location Address: 3592 Pine Grove Road, R.R.1, Seeley’s Bay, Ontario K0H2N0

Mailing Address: 3592 Pine Grove Road, R.R.1, Seeley’s Bay, Ontario K0H2N0

Church Phone: 613-382-2989

Contact Person: Jill Wand – Chairperson of Governance Board

3592 Pine Grove Road, R.R.1, Seeley’s Bay, Ontario K0H2N0

Phone: 613-382-2989

**1. CONGREGATION INFORMATION**

<b>Membership:</b>	
Total members	66
Inactive members	24
Total Adherents	34
New members in last 5 years	16
Church Directory family/ mailing list	31
<b>Average Worships Attendance:</b>	
Morning Worship	75
Sunday Evening	N/A
<b>Discipleship Ministries/Christian Education Classes:</b>	

Childrens Kid's Club	45
Youth	6
Sunday School	15
Nursery	3
<b>Small Groups (Midweek programs):</b>	
Women's Ministry: average event attendance	30
Men's Ministry	5-10
Weekly prayer meetings (Monday and Wednesday)	8-14
Alpha Course	6
<b>Age Distribution of Members and Adherents:</b>	
Age 0-19	
Age 20-44	13
Age 45-64	23
Age 65 and over	59

Occupation of Primary Income provider (active and or retired), household income, and adult education statistics not available.

## 2.INTERNAL RELATIONSHIPS AND MORALE:

N/A

## 3.FACILITIES INFORMATION:

Age: 17 years

Value of Church Building: \$2,260,450.50

Mortgage 0

Seating Capacity of:

- Sanctuary 150
- Fellowship Hall 150 (chairs only)  
125 (tables and chairs)

**Main Floor:** Sanctuary, fellowship hall, Pastor's office, Admin Office, nursery, handicap Restroom, men's and women's multi-unit restroom, library, prayer-meeting room, commercially equipped and certified kitchen, storage room.

**Second Level:** 3 Children and youth classrooms, kids craft room, single restroom (includes shower), storage.

Are there plans for expansion:

There are currently no plans for expansion.

Is the parsonage provided?

A 3-bedroom brick bungalow located beside the church is potentially available.

It is approximately 1300 square feet with a finished basement and attached garage. It has been upgraded over the past few years (kitchen 2011, deck, front step 2014, new roof 2019, new furnace, hot water tank and bathroom upgrade in the last 3 years).

Does the congregation maintain day care, other income generating programs, or community-based programs.

The Hospitality Ministry holds community dinners two times throughout the year generating some revenue. However, if the right opportunity arises, we are open to it.

**Are the church people involved in community life: YES**

List organizations and activities that are supported by the church:

- Sponsor Child Program, ICCM
- Rustle Street Free Methodist Church, Kingston- Meals, Food Bank, winter clothing, funding
- Tear Fund
- Malawi- Babcock's ministry
- Baby Bottles- Kingston
- Operation Christmas Child
- One-way Ministries
- Free Yard Sale
- Mitten tree

- Outdoor Gospel Music and BBQ

#### 4.COMMUNITY INFORMATION:

The Pine Grove Community Church has a new church building “Dedicated to the Glory of God in 2006”. It replaced a small country church, was over 100 years old and was bursting at the seams. The new church is located in the Pines on the same property.

Pine Grove Community Church is in southeastern Ontario, in a rural area of the new amalgamated City of Kingston. The city proper (old city) is about a 30-minute drive from the church. The city is located on Lake Ontario and has a population of approximately 160,000. All services found in larger cities may be found in Kingston. There is a military base in Kingston and excellent education facilities such as St. Lawrence College, Queen’s University and the Royal Military College. There are also exceptional hospitals and health care providers (physicians, nurse practitioners, other medical care providers and clinics). However, there is currently a shortage of access to primary care in our region.

The education facilities, hospitals, Correctional Services Canada and the military in Kingston provide many employment opportunities for families as do the many industries and businesses.

[www.cityofkingston.ca](http://www.cityofkingston.ca)

The church is approximately 20 minutes from highway 401 (running from Montreal to Toronto). Both cities are approximately a 3-hour drive from the church and parsonage.

People come to this church from a wide area, including Kingston, Seeley’s Bay, Verona, Gananoque, Lansdowne, Brockville, Athens, Lyndhurst and all areas in between. The denominations from which they have previously practiced are as varied as the areas they travel from.

The Townships of Leeds and The Thousand Islands surrounds the Town of Gananoque and the township includes 3 small hamlets (Seeley’s Bay, Lyndhurst and Lansdowne).

**The Hamlet of Seeley's Bay** is 13 kms from Pine Grove Community Church and would be the closest built-up area. The Seeley's Bay community is a microcosm of any larger community. While the hamlet of Seeley's Bay (sometimes referred to as village) is small, it is well served by a general grocery store, Hardware store, Food Bank, Retirement Home, Registered Day Care, Veterinarian Service, Pharmacy, Restaurants, Computer Services and Fishing Lodges. They boast a full-service community park with a baseball diamond, children's play area, multi-use court for basketball. Tennis and shuffleboard. There is access to the Rideau Canal System with boat launching and docking in Seeley's Bay.

Seeley's Bay has three evangelical churches in the area: Pine Grove Community Church (Free Methodist), Shiloh Free Methodist (church plant in Seeley's Bay) and the Holiness Church. There is a library, an excellent full service Medical Center in Seeley's Bay with physicians, nurses, nurse practitioners and other health care providers. The medical center is part of a larger community of clinics open Monday to Friday evenings every week where the patients of these communities (Seeley's Bay, Lansdowne, Gananoque) are accepted.

[www.seeleysbay.ca](http://www.seeleysbay.ca)

**The Town of Gananoque** is 16.2 kms from the church. Gananoque is surrounded by the Township of Leeds and 1000 Islands and a population of 5,600 approximately. It is located on the St. Lawrence River which provides many recreational activities such as the famous 1000 Island boat tours, water park and marina. There are 2 large grocery stores (Metro, No Frills), 3 banks, Live Theater Playhouse, Community and Recreation Center (great recreational programs such as hockey, ball etc.) outdoor rink, two town parks (one being at the waterfront) equipped with children's play area, Silver Cinema for children, good elementary and secondary schools, Nursing Home Facility, Dentists, Public Health Unit, Physician's and other Medical Practitioners. There are numerous restaurants, a library, and several golf courses in the area and close to these communities being located in the 1000 Islands. The beautiful town is mostly a retirement community with tourism as the main industry.

[www.gananoque.ca](http://www.gananoque.ca)



## **5.ORGANIZATION AND ADMINISTRATIVE STRUCTURE:**

Governance Board Chair: Jill Wand

Address: 656 Station Road, Gananoque, Ontario, K7G2V3

Delegates: Matthew Revelle, Jill Wand – reserve

Is the membership current? YES

Are there published annual reports to the congregation? YES

Is there a Pastor’s Cabinet active and effective? NO

## **6.PLTF INVENTORY:**

<b><u>THIS CONGREGATION HAS A BOARD APPROVED:</u></b>		
	YES	NO
Concrete vision statement	X	
Mission statement	X	
Budget for Core giving at 10%	X	
Systems for:		
● Welcoming new people (from 1 <sup>st</sup> contact to Membership)		X
● Membership (Base 1)	X	
● Maturity (Base 2)		X
● Ministry (Base 3)		X
● Mission (Base 4)		X
Ministry Teams for:		
● Management Team	X	
● Maturity Discipleship Team		X
● Facility/Maintenance Team	X	

● Worship/Audio visual Team	X	
● Missions	X	
● Children/Youth Team	X	
● Prayer Team	X	
● Nursery Team	X	
● Finance Team	X	
● Decorating Team	X	
● Hospitality/Fellowship Team	X	
● Women's ministry Team	X	
● Men's ministry Team		X
Staff Development Plan-JPDAS for ministry leaders-some	X	
Mission Development Plan directed towards:		
● Community (crowd events)	X	
● Specific Target Groups "And beyond initiatives"	X	
● Meeting Social Needs	X	
Performance Appraisal Systems	X	
A System of Governance using Governance Model	X	
An Organizational Chart	X	

<u>THIS CONGREGATION ALSO HAS:</u>		
	YES	NO
Knowledge of our management temperaments and styles	X	
Spiritual sensors (prayer partners, intercessors, regular reports on spiritual victories, testimony time, prayer blankets, etc.)	X	
Minimum factor (NCD) identified	X	
Highest NCD score identified	X	

**7.PERSONNEL EMPLOYED BY THE CHURCH**

All full-time and part-time paid (or appointed) staff:

<b>POSITION</b>	<b>PAID</b>	<b>VOLUNTEER</b>	<b>FULL-TIME</b>	<b>PART-TIME</b>
Lead Pastor	<b>X</b>		<b>X</b>	
Treasurer		<b>X</b>		<b>X</b>
Administrator	<b>X</b>			<b>X</b>

**8.PASTORAL RELATIONS:**

**How long have previous Lead Pastors served?**

- Rev. Daniel Massey 7 years
- Rev. Glen Snider 22 months
- Rev. Jack Bradley 14 years
- Rev. John Keller 1994-1996
- Rev. Ken Bauder 1993-1994
- Rev. Raymond Hartman 1990-1993

**9.PASTORAL FINANCIAL SUPPORT:** See Manual, Ch 8, Par 878

Base salary range \$48,000– \$52,000 (taxable).

Benefit package also included.

All mandatory benefits are covered and other benefits to be discussed during an interview.

A parsonage is potentially available.

**Pine Grove Lead Pastor Job Description**

The Lead Pastor is responsible for the spiritual leadership of the congregation, and functions as the administrative head of the legal entity. Reporting to and working closely with the Governance Board, The Lead Pastor develops, recommends, implements, and gives oversight to practices, protocols and programs that are focused on

mobilizing the congregants towards the achievement of the Vision and Mission Statements. As such, the success of the incumbent will be monitored and measured by the Governance Board in relation to achievement of the Vision & Mission statements, and on other factors and measurements as set out further in this document. The percentage of time required by the pastor to give oversight to the variance areas of major responsibility will vary depending on the availability of lay leaders in the congregation with gifting in those areas. As such, leadership skills to discern, mobilize and support lay leaders is of the utmost importance for success in achieving the mission.

**Minimum Education and job-related experience:**

Bachelor's Degree or Bible College Diploma from a recognized educational institution and have at least 3 years of relevant pastoral experience.

**Preferred education and job-related experience:**

Master of Divinity or the equivalent, along with 5 or more years of pastoral ministry, preferably as Lead Pastor.

**Core Competencies**

- Strong biblical training/understanding
- Skilled in expository teaching
- Spirit Led as per Romans Chapter 8
- Adheres to biblical standards.
- Able to admonish/discipline in love.
- Strongly committed and practiced in personal and corporate prayer.
- Able to demonstrate a definite and strong call to Pine Grove
- People skills, compassionate, merciful

## **Spiritual Gifts Desired of Pastor**

1. Shepherding/Leadership
2. Discernment
3. Prayer
4. Evangelism

## **Major Responsibilities:**

### **Discipleship and Spiritual Growth**

<b>Key Activity</b>	<b>Standard of Performance</b>
1.Pre pares and delivers regular messages to the congregation.	Messages well prepared, effectively delivered, challenging and biblically based.
2.Teaches the congregation on the biblical aspects and living by the Holy Spirit.	Altar calls as inspired by the Holy Spirit.
3.Carries out or gives leadership to Teaching, coaching, while working closely with the Governance Board and Ministry Leaders.	Coaches spiritual maturity and discipleship to the Governance Board and Ministry Leaders.

### **Prayer and Bible Study**

<b>Key Activity</b>	<b>Standard of Performance</b>
1.Ensuring Bible studies are occurring with guidance and are accountable to all Biblical principles.	Spiritually mature lay leaders for bible study groups, who adhere to the Free Methodist biblical doctrines New Testament teachings.
2.Teaches on the Biblical aspects of prayer and provides leadership and regular personal involvement in services.	Opportunities for prayer and congregants are involved in being prayed for or prayer for others during service.

## Congregation and community care

<b>Key Activity</b>	<b>Standard of Performance</b>
1.Maintains an effective visitation program.	Reports to the Governance Board monthly.
2. Actively involved and supports children and youth ministry.	Attends and participates in Tuesday evening children and youth program.
3.Requests lay leaders to assist as required.	Regularly visits those requesting visits, and those who warrant a visit from the Pastor or lay leader.
4.Provides Pastoral Care for weddings, baptisms, funerals and crisis needs.	Always visit new prospective members, new converts and salvation inquirers.
5.Sets out a schedule for visitation building loving relationships outside of church services.	Support new people into healthy congregational life such as small Groups-significant number of congregants involved.
6.The Pastor and the church effectively responds to crisis and critical events within the community and church body.	Available to provide support when needed or delegate when away.

## Leadership

<b>Key Activity</b>	<b>Standard of Performance</b>
1.Oversees leadership development by discerning potential leaders, and working with them as they develop their skills and spiritual maturity.	Capable mature spiritual Ministry Leaders who can coach their team and deal with the issues as they arise.
2.Promotes and supports leadership.	Ministry Leaders feel supported and empowered.
3.Develops, oversees, guides and supports implementation of ministry strategies with the Ministry leaders.	Written monthly report to the Governance Board and presents a written annual report at the Annual Society Meeting.

4.Provides biblical spiritual leadership with encouragement and/or personal involvement.	Offer the Base 1 membership course as required.
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### **Outreach/Evangelism**

<b>Key Activities</b>	<b>Standard of Performance</b>
1.Identifies and promotes spiritual gifts.	Leaders are effective and feel supported and feel empowered.
2.Presents a plan of salvation during services using altar calls as led by the Holy Spirit.	Salvation message of Righteousness by 'Christ alone' clear and undiluted.
3.The Lead Pastor should be present at ministry and community events.	Sustained Pastor engagement at ministry and community events.

### **Vision & Mission**

<b>Key Activities</b>	<b>Standard of Performance</b>
1.Works out a strategy with the Governance Board and Ministry Leaders, for the achievement of the Mission and Vision, with measurable targets.	Continually encourages strong acceptance of the strategy.
2.Integrates Vision understanding within leadership and ministries.	Remind the Governance Board to incorporate vision and mission into all decisions and planning.
3.Keeps vision alive through sermons and in practice.	Vision/Mission are reviewed annually in preparation for the Society meeting. Leads new vision/mission development in conjunction with the Board at regular intervals.

# Local Church Annual Report

## The Free Methodist Church In Canada

**Church Name** Pine Grove Community Church **ON** **Report Year** 2021

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**Pastor** Daniel Massey

**Network Leader**

### Church Statistics

Weekend Attendance	<b>70</b>	AvgAttendancePandamicMonths:	<b>0</b>
Homes in Directory	<b>94</b>	SundayServiceTypes:	<b>Combination of both</b>
No of SmallGroups	<b>2</b>		
Adult conversion	<b>0</b>		
Child conversion	<b>0</b>		
Adult Membership	<b>77</b>		
Operating Budget	<b>161,259</b>		
Global Ministry	<b>5,666</b>		
Church Development	<b>0</b>		

### Ministry And Church Development:

Regarding Life plan our church is **6. Has started next cycle**

NCD Average **0**

Last NCD Date

Another Health Survey **An inventory of ministries identifying observations and opportunities**

### Personnel:

Is the lead Pastor bi-vocational? **No**

Has any member of the pastoral staff taken a sabbatical this year? **No**

If yes: Name and start and end dates of sabbatical?

Has the Form 5 [delegate's report from the PA for all pastors serving under conference appointment] been filed with the Director of Personnel office this year? **No**

Have all ordained and commissioned ministers (optional for retired) completed at least one Continuing Education Unit (CEU) for this year? **Yes**

Have the CEUs been documented and filed with the Director of Personnel office for this year? **Yes**

Please list all licensed Lay Ministers :

**-Jordan Ruby**

Does your church have a "Child protection policy" in place? **Yes**

### Ministry Recruitment referrals:

**Short Term Missions** None

**Potential Pastor or CP** Jordan Ruby

**Lifeplan** no

**Notes** Re: Performance Appraisal. It should have been filed but there was a



# Local Church Annual Report

## The Free Methodist Church In Canada

**Church Name** Pine Grove Community Church **ON** **Report Year** 2021

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problem and it had to be stopped until I can do an in-service (Jan 2022) with the board. Marc McAlister is aware of this.

**Delegates**

Donna Running, [REDACTED]

Sue Davies (she will be replaced in 2022)

**Missions/ Intercultural Engagement:**

**Missions Budget for next year**

**International Engagement:**

**Local Engagement:**

**ICCM Engagement:**

**Story-Self:**

**Story-Church:**

**Story-Community:**

# Local Church Annual Report

## The Free Methodist Church In Canada

**Church Name** Pine Grove Community Church **ON** **Report Year** 2022

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**Pastor** Daniel Massey

**Network Leader**

### Church Statistics

Weekend Attendance	<b>70</b>	AvgAttendancePandamicMonths:	<b>0</b>
Homes in Directory	<b>87</b>	SundayServiceTypes:	<b>Combination of both</b>
No of SmallGroups	<b>1</b>		
Adult conversion	<b>2</b>		
Child conversion	<b>0</b>		
Adult Membership	<b>76</b>		
Operating Budget	<b>156,822</b>		
Global Ministry	<b>11,405</b>		
Church Development	<b>0</b>		

### Ministry And Church Development:

Regarding Life plan our church is **. Implemented LifePlan outcomes this year**

NCD Average **0**

Last NCD Date

Another Health Survey

### Personnel:

Is the lead Pastor bi-vocational? **No**

Has any member of the pastoral staff taken a sabbatical this year? **No**

If yes: Name and start and end dates of sabbatical?

Has the Form 5 [delegate's report from the PA for all pastors serving under conference appointment] been filed with the Director of Personnel office this year? **Yes**

Have all ordained and commissioned ministers (optional for retired) completed at least one Continuing Education Unit (CEU) for this year? **Yes**

Have the CEUs been documented and filed with the Director of Personnel office for this year? **Yes**

Please list all licensed Lay Ministers :

**-Jordan Ruby**

Does your church have a "Child protection policy" in place? **Yes**

### Ministry Recruitment referrals:

**Short Term Missions** 3 people went on a Mission Trip in November to Peru with Helping Cope Through Hope. The church sponsored 3 projects (\$2,500.00)

**Potential Pastor or CP** Jordan Ruby

**Lifeplan**

There is a Ministry Plan that is being followed

# Local Church Annual Report

The Free Methodist Church In Canada

Church Name Pine Grove Community Church ON Report Year 2022

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**Notes**

**Delegates**

Donna Runnin [REDACTED]  
Jill Wand, [REDACTED]

**Missions/ Intercultural Engagement:**

**Missions Budget for next year**

**International Engagement:**

**Local Engagement:**

**ICCM Engagement:**

**Story-Self:**

**Story-Church:**

**Story-Community:**