

New St James Presbyterian Church
Congregational Survey Report

**Cherishing our Past
and
Embracing Our Future**



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“NSJ exists to follow Christ, worship God, and serve others “

- Long-time male member, aged 70+ years

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Key Messages

Based on the comments and the scores to the numerical questions, respondents identified the following strengths and opportunities along with the qualities they value in our next Minister:

Where we shine:

- Music Program
- Welcoming and Caring Congregation
- Mission and Outreach
- Pastoral Care
- Worship and Christian Education of Older Adults
- Christian Education Needs of Children

Opportunities for Growth and Change

- The Worship and Christian Education Needs of Teens
- Christian Education Needs of Singles and Couples
- Worship Needs of Children, Singles and Couples
- Increasing membership, with a Focus on Attracting Singles, Children, Youth and Young Families

These areas merit further reflection and conversation.

Qualities Respondents Value in our Next Minister

Overall, the top six pastoral skills, competencies and interests identified were:

1. Leading Worship and Preaching
2. Christian Education
3. Administration
4. Crisis Visiting
5. Equipping Church Members
6. Personal and Spiritual Development

In addition, respondents also identified personal characteristics they valued including forward thinking, in touch with “modern” society, experienced, able to relate to both young and old, outgoing, and “youthful” regardless of age.

These attributes offer the Search Committee direction when reviewing resumes, developing interview questions and in determining if certain attributes should be weighted more heavily than others.

The findings to the open-ended and numerical questions demonstrated a consistency which strengthens the usefulness of the survey results.

Introduction

New St. James' Congregational Survey is an important component in the search process. It offered a tangible way for all congregants to participate and to express their views about the skills and qualities they desire in New St. James' next Minister. Furthermore, the survey was designed to promote self-analysis and offered respondents an opportunity to reflect on the congregation's strengths, limitations, challenges and opportunities. The findings have the potential to offer valuable insights into the spiritual life and work of New St. James.

This report provides a summary of the results. As we move forward with the search process, the summary findings are intended to be informative and to offer the Search Committee guidance and direction as well as highlighting areas requiring further conversation.

What We Did

The survey was modified by a sub-committee from sample questions¹ developed by the Presbyterian Church in Canada. The survey included both open-ended questions where respondents provided their answers and ranked questions where respondents were asked to score items and to rank the importance of certain items. It was anticipated that the survey would take approximately 10 minutes to complete. A copy of the survey is included in Appendix A.

Respondents had the option of completing a paper version of the survey, submitting their responses on-line or speaking with a member of the Search Committee to share their input. Paper copies of the survey along with a return envelope addressed to New St. James was delivered by the Elders to each household as part of the February pre-Communion visitation. Each family member including older children and youth were invited to participate. Instructions about how to return the survey were included on the survey.

Dr. Iris Gutmanis, an experienced Epidemiologist, was hired to analyze and summarize the quantitative data and to serve as a consultant. A sub-committee of the Search Committee analyzed the open-ended responses and prepared the final report. Quality checks and an iterative process were incorporated to reduce potential bias in interpreting the survey responses.

¹ Presbyterian Church in Canada (1999) Calling *a Minister: Guidelines for Presbyteries, Interim Moderators, Search Committees*, pp76-80.

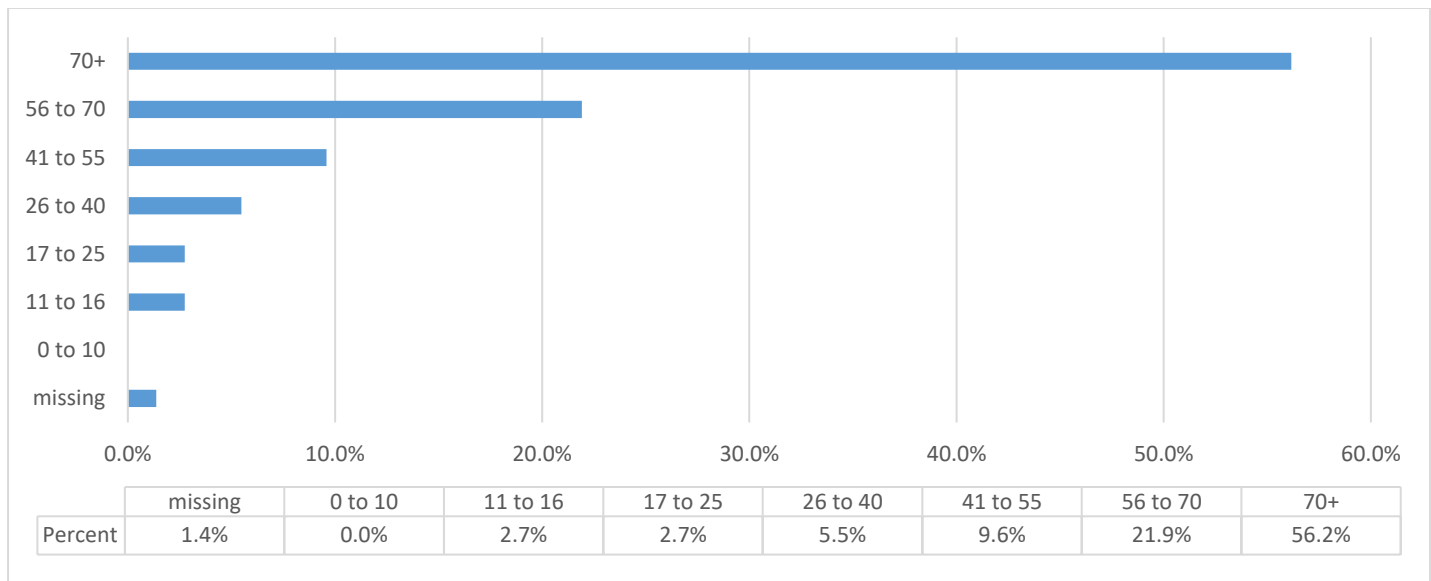
Who Responded

Seventy-four surveys were submitted by March 21, 2018. However, one on-line survey did not have any information. This analysis summarizes the findings from the 73 surveys that included at least some information.

Fourteen surveys were completed on-line and 59 respondents completed a paper version of the survey. Generally, the on-line responders provided longer responses to the open-ended questions.

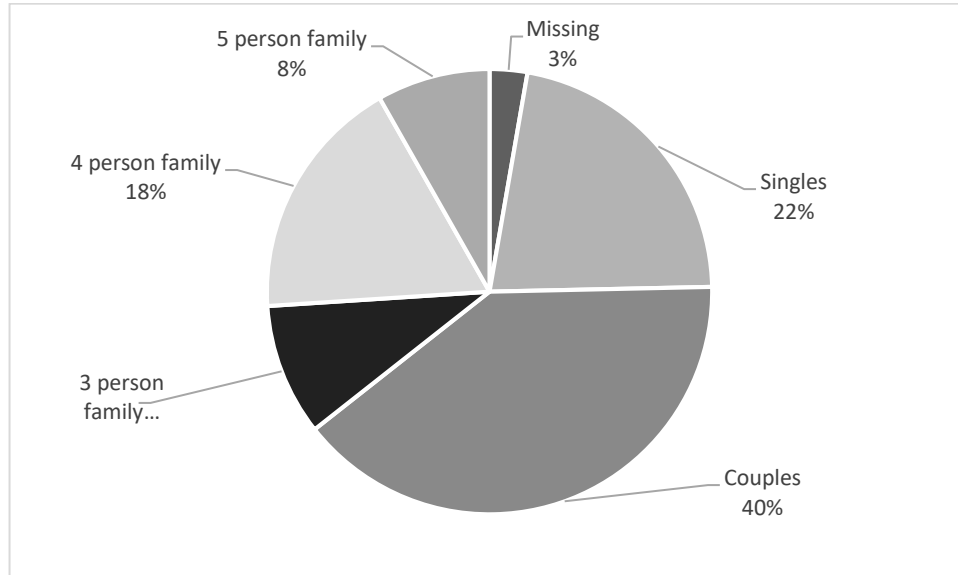
As seen in **Figure 1**, 41 survey respondents (56.2%) were over the age of 70 years. Only eight respondents (11%) were between 11 and 40 years of age, with only two (2.7%) respondents in the youngest age category, 11-16 years. Those who completed the survey on-line were younger (i.e. with one exception, respondents were between the ages of 26-70).

Figure 1: Percent of Survey Respondents by Age Category



As seen in Figure 2, 29 respondents (39.7%) came from two-person families (couples) and the average family size among survey respondents was 2.5 individuals.

Figure 2: Percent of Survey Respondents by Family Size



Overall, almost two thirds of the respondents were female, 64 respondents (87.7%) were members, and seven respondents (9.6%) were adherents (two respondents (2.7%) did not answer this question). The average number of years respondents had been associated with New St. James was 32 years, but answers ranged from 1 to 85 years. Eleven (15%) respondents had attended New St. James for less than six years.

As seen in **Figure 1** the age range of respondents is skewed towards those over the age of 70. Therefore, the quantitative survey results, that is to say the findings associated with questions that required a number, need to be interpreted with caution. As the findings are based on only 73 opinions, with the majority of information coming from older Church members, it is not known if the findings can be generalized to the entire congregation.

Nevertheless, the findings do suggest areas where New St. James “shines” and also identifies areas where further conversation is warranted.

What We Learned

Open-ended Questions: Strengths and Greatest Needs

The survey invited comments about three questions:

1. “What attracts you to New St. James?”;
2. “What is the most important strength of the Congregation?”; and
3. “What do you like most about our Church?”.

Overwhelmingly, New St. James was seen as a welcoming, caring and friendly congregation.

“I feel a strong kinship with the members. It is HOME and we care for one another.”

- Long-time female congregant, aged 56-70 years

The music program was highlighted frequently as a major strength, followed closely by the quality of preaching. The latter was identified as a significant factor in attracting new members.

“The music is especially powerful and ministers my heart.”

- Long-time female congregant, aged 56-70 years

“Outstanding music supports the service.”

- Long-time male congregant, aged 70+ years

“.....thoughtful and meaningful prayers and sermons.”

- Long-time female congregant, aged 70+ years

Several respondents commented on the building and referred to the beautiful sanctuary, the organ pipes, the stained-glass windows, a feeling of calmness and New St. James being a sacred place to worship.

In addition to the strengths previously cited, which focused on the ministry of music, preaching and New St. James being a caring and friendly community, **outreach and mission** was identified by many respondents as the most important strength of the congregation.

“Our congregation seems to have the best interest and welfare of the people – community – world in mind.”

- Long-time female congregant, aged 26-40 years

“Serving the needs of the congregation as well its amazing outreach to so many.”

- Long-time female congregant, aged 70+ years

The survey also inquired about the Congregation’s **greatest need**. Five major themes¹ emerged:

1. More activities for teens and greater involvement of young people;
2. Increase membership, with special emphasis on youth and young families;
3. Need for financial stability;
4. Sustainable leadership, and engagement of more volunteers; and
5. Need to focus on the future and be receptive to change.

¹ Themes are not prioritized.

Some respondents used this question to specify qualities needed in a new Minister:

- Forward thinking with new ideas;
- Leadership skills;
- In touch with today's world; and
- Inclusive.

Several individuals in the over 70 age range and one respondent between the ages of 56-70 commented on the need for better parking.

Responses to the question "If you could change one thing at New St. James, what would it be?" yielded similar responses to those already cited including:

- Increase membership with a particular emphasis on youth and young families;
- Better programming for children, teens and young adults;
- Eliminate the deficit;
- "New faces" volunteering and greater involvement by more congregants; and
- Willing to try new ideas and approaches.

Age Groups Missing in the Congregation

Respondents were invited to identify age groups that they perceived to be missing from the Congregation. While 31.5% either left this question blank (18/73) or indicated they were unsure or did not see any gaps (5/73), the response of those who did respond was consistent:

- Children, teens, young couples and families, more middle-aged individuals.

Two respondents used this question to provide these responses:

- "LGBTQ demographic" (Lesbian, Gay, Bisexual, Transgender, Queer)
 - Long-time congregant, aged 70+ years
- ".....We need to let Londoners know that no matter their sexual orientation they are welcome."
 - Long-time congregant, aged 56-70 years

A third respondent commented that the new Minister should be open to "gay issues".

- Long-time congregant, aged 70+ years

Scored Questions

Next, using a scale from 1 to 5 with a score of 5 being the most positive, respondents were asked to evaluate New St. James in the following area: **Worship Life, Pastoral Care, Christian Education and Mission.**

Worship Life

When asked to evaluate **Worship Life**, overall respondents found the sermons to be meaningful and inspiring and they felt the music program enriched worship. They also liked the style and content of prayers. These findings are consistent with responses to the open-ended questions described above. When comparing the results of those aged 70 years and over and those less than 70, those less than 70 ranked the sermons and the prayers lower than those over 70. The sermons may resonate more with older worshippers. Despite being recognized as an area of strength, sermons and prayers especially for younger congregants may be an area requiring further exploration and dialogue.

Respondents were challenged to score questions regarding worship meeting the needs of children, teens, couples and singles; a substantial number of respondents did not provide answers to these questions.

The lowest average score was associated with worship meeting the needs of teens. Furthermore, scores suggest that younger respondents and those who responded on-line felt that more could be done to ensure that the worship needs of singles are met. However, respondents indicated that worship met the needs of seniors. The results suggest that New St. James excels in meeting the worship needs of older adults.

Pastoral Care

When asked to evaluate **Pastoral Care**, respondents indicated that:

- the congregation is effectively ministering to each other;
- this ministry is effective and was perceived as being especially effective by those who responded on-line; and
- new respondents are made to feel welcome.

Findings from both the open-ended and scored questions suggest that respondents perceived that New St. James is doing an excellent job of ministering to each other and making new respondents feel welcome.

Christian Education Ministries

When asked to evaluate **Christian Education Ministries**, respondents were again challenged to score questions specific to children, teens, couples and singles. A substantial number of respondents did not provide an answer. While respondents felt that the Christian Education Program offered by New St. James was suitable for seniors and children, the scores associated with programs targeting teens, singles, and couples were much lower. This observation is consistent with responses to the open-ended questions.

Mission

When asked to evaluate **Mission** activities, respondents indicated that they felt the Church was doing an excellent job in ministering to the community, throughout the world and in making people feel welcome. As noted above, this finding is consistent with the responses to the open-ended questions.

Average Scores Associated with Worship Life, Pastoral Care, Christian Education and Mission by Subgroup

Table 1 shows that the average scores for many of the items associated with **Worship Life, Pastoral Care, Christian Education** and **Mission** were 4 or higher for all subgroups. Older adults, that is to say those over the age of 70 years, tended to score all of the items higher. In all cases, the average scores associated with “our Christian Education Program is suitable for singles”, “our Christian Education Program is suitable for teens” and “our worship meets the needs of teens” were below 4 suggesting that these are areas for improvement. Among those who either replied on-line or were less than 70 years of age, the average score associated with “our worship meets the needs of teens” was less than 3, suggesting that this is an area requiring further dialogue.

However, there are several items where those who replied on-line, that is to say younger survey respondents, had higher scores than those who provided written responses. These items are:

- I like the style and content of prayers
- Our worship meets the needs of seniors
- The Congregation ministers to each other
- Our ministry of pastoral care is effective
- We try to make new people welcome (the first time this is asked¹)
- Our Christian Education Program is suitable for seniors
- Our Church ministers to the community
- Our Church ministers throughout the world
- We try to make new people welcome (second time this is asked¹)

¹ **Please note:** the question: “We try to make new people welcome” was asked under both **Pastoral Care** and **Mission**

While those who were over the age of 70 years gave “Our Christian Education Program is suitable for children” the second highest average score, the average score among those 70 or less years of age was substantially lower (4.70 versus 3.92).

Points to consider when reviewing the ranked results in Table 1:

- Average scores of **4** or higher may be viewed as areas of strength
- Average scores between **3.0 and 3.9** may indicate areas where respondents are suggesting there is room to grow
- Average scores **less than 3** merit attention and further exploration
- Average scores differing by half a point and where there is a clear progression from higher to lower scores may be considered as being different and merit consideration.

Please note that tests of statistical significance were not done. Such tests are done to determine the probability that the difference observed between two groups (for example, in this case, differences between those who are over the age of 70 and those who are 70 or less years of age) is really just a chance occurrence. However, such tests do not account for other sources of error such as bias. If older adults do indeed have different opinions i.e. different rankings, then the survey findings associated with the full congregation will be biased towards the answers provided by older survey participants. The amount of bias i.e. the amount the averages and other numbers documented in this report have been swayed in one direction or another due to the over representation of answers from those over the age of 70, cannot be quantified through tests of statistical significance.

Table 1: Highest to Lowest Average Scores Associated with Worship Life, Pastoral Care, Christian Education Ministries and Mission by Item and by Subgroup: All Respondents, 70+, 70 or less, and by Type of Submission

	All respondents		70+ years of age		70 or less years of age		On-line submission		Paper submission	
	Average score	Rank	Average score	Rank	Average score	Rank	Average score	Rank	Average score	Rank
Music program enriches worship	4.62	1	4.73	1	4.48	2	4.54	2	4.64	1
We try to make new respondents welcome ¹	4.51	2	4.49	5	4.55	1	4.62	1	4.49	2
Our worship meets the needs of seniors	4.44	3	4.52	4	4.37	3	4.54	2	4.42	3
We try to make new respondents welcome ²	4.39	4	4.42	6	4.35	4	4.46	4	4.38	4
Our Church ministers throughout the world	4.37	5	4.55	3	4.17	8	4.46	4	4.34	6
Our Church ministers to the community	4.30	6	4.39	7	4.20	6	4.46	4	4.26	7
**Our Christian Education Program is suitable for children	4.29	7	4.70	2	3.92	12	4.09	11	4.34	5
The Congregation ministers to each other	4.28	8	4.29	9	4.26	5	4.46	4	4.23	8
*Our Christian Education Program is suitable for seniors	4.21	9	4.37	8	4.04	9	4.23	9	4.20	10
Our ministry of pastoral care is effective	4.17	10	4.17	13	4.19	7	4.46	4	4.19	11
Sermons are meaningful and inspiring	4.16	11	4.28	10	4.03	10	3.92	12	4.22	9
I like the style and content of prayers	4.12	12	4.28	10	3.93	11	4.23	9	4.09	12
**Our worship meets the needs of couples	3.78	13	4.05	14	3.58	13	3.40	14	3.89	13
**Our worship meets the needs of children	3.77	14	4.26	12	3.32	15	3.69	13	3.82	14
**Our worship meets the needs of singles	3.70	15	4.05	14	3.42	14	3.30	17	3.82	14
**Our Christian Education Program is suitable for couples	3.55	16	4.00	16	3.21	16	3.36	15	3.61	16
**Our Christian Education Program is suitable for singles	3.44	17	3.81	17	3.13	17	3.36	15	3.47	17
**Our Christian Education Program is suitable for teens	3.13	18	3.64	18	2.85	18	3.00	18	3.17	18
**Our worship meets the needs of teens	3.00	19	3.30	19	2.77	19	2.80	19	3.06	18



Items below black line merit further dialogue

Note: The top 5 average scores in each subgroup are in **bold**. The bottom 5 average scores are in **bold and italics**. Average scores above 4 are above the black line.

*: Items where the percent of respondents who did NOT provide an answer was greater than 20%.

** : Items where the percent of respondents who did NOT provide an answer was greater than 30%.

Qualities We Value in Our Next Minister

Scored Questions

Respondents were invited to identify the top six **pastoral skills, competencies, and interests** that they value in a new Minister from a list of 18 possible attributes and to prioritize their top six choices from 1 to 6, with 1 being the top priority. A description for each attribute was provided to ensure consistent definitions. Furthermore, respondents had the opportunity to add other qualities not included in the provided list to their top six.

When reviewing **Table 2**, which ranks the top six qualities you will note that the scores have been weighted. Qualities given a rank of 1 were given a score of 6, a rank of 2 was given a score of 5, a rank of 3 was given a score of 4, a rank of 4 was given a score of 3, a rank of 5 was given a score of 2 and a rank of 6 was given a score of 1. When analyzing ranked responses, it is standard practice to weight the data i.e. giving greater weight to items with higher rank.

Information from 45 of 73 (61.6%) submitted surveys was entered into the database. The data from 28 (38.4%) of survey respondents could not be used for this portion of the analysis (either all 19 skills were scored from 1 to 6 or multiple skills were given the same rank).

As noted in **Table 2**, when asked to rank the top six **pastoral skills, competencies and interests** valued in a new Minister, the top six rankings for all respondents were:

1. Leading Worship and Preaching;
2. Christian Education;
3. Administration;
4. Crisis Visiting;
5. Equipping Church members; and
6. Personal and Spiritual Development.

Because of the high proportion of respondents over 70 years of age in our sample, the subgroup ranking of those over 70 and those who completed the paper survey which tended to be older is exactly the same as the overall ranking results.

However, younger respondents, that is to say both those who responded on-line and who indicated they were less than 70 years of age, had slightly different rankings (**see Table 2**). The most notable difference is in the area of Christian Education. Stewardship was only included in the top six by those who submitted their surveys on-line; similarly, leadership development was only identified in the top six by the less than 70 subgroup. Overall, although the priority may vary slightly, there is consistency in what is included in the top six rankings. This offers the Search Committee some direction, while the differences in the ranking within the top six identifies areas that may benefit from further reflection and conversation.

Table 2: Qualities Valued in the New Minister: Weighted Scores by Pastoral Quality and by Subgroup: All Respondents, 70+, 70 or less, and by Type of Submission

Pastoral Quality	All respondents (45/73 respondents provided useable ranks)		70+ years of age (25/41 respondents provided useable ranks)		70 or less years of age (20/31 respondents provided useable ranks)		on-line submission (12/14 respondents provided useable ranks)		paper submission (33/59 respondents provided useable ranks)	
	Weighted score	Rank	Weighted score	Rank	Weighted score	Rank	Weighted score	Rank	Weighted score	Rank
Leading Worship and Preaching	214	<i>1</i>	114	<i>1</i>	100	<i>1</i>	55	<i>1</i>	159	<i>1</i>
Christian Education	111	<i>2</i>	82	<i>2</i>	29	<i>6</i>	25	<i>4</i>	86	<i>2</i>
Administration	100	<i>3</i>	54	<i>4</i>	46	<i>2</i>	27	<i>3</i>	73	<i>3</i>
Crisis Visiting	96	<i>4</i>	57	<i>3</i>	39	<i>3</i>	29	<i>2</i>	67	<i>4</i>
Equipping Church Members	69	<i>5</i>	39	<i>5</i>	30	<i>4</i>	15	<i>6</i>	54	<i>5</i>
Personal and Spiritual Development	53	<i>6</i>	33	<i>6</i>	20	8	12	9	41	<i>6</i>
Leadership Development	50	7	20	7	30	<i>4</i>	11	10	39	7
Stewardship	44	8	16	9	28	7	18	<i>5</i>	26	9
Evangelism	32	9	18	8	14	11	5	13	27	8
Program Development	28	10	8	16	20	8	14	7	14	13
Mission Outreach	27	11	16	9	11	12	3	15	24	10
Community Leadership	26	12	10	13	16	10	14	7	12	14
Denominational Service	22	13	13	12	9	13	5	13	17	11
Work with Children and Youths	21	14	14	11	7	15	6	12	15	12
Counselling	13	15	10	13	3	17	3	15	10	16
Home Visiting	13	15	10	13	3	17	2	17	11	15
Work with Seniors and Older Adults	9	17	1	18	8	14	8	11	1	19
*Other: focus on adults and young families	5	18	0	19	5	16	0	18	7	17
Inter-Church Cooperation	4	19	2	17	2	19	0	18	4	18

Please Note: The data from 28 (38.4%) of survey respondents could not be used for this portion of the analysis (either all 19 qualities were scored from 1 to 6 or multiple skills were given the same rank). Only 45 respondents provided useable data for this question. Another open-ended question invited respondents to provide “comments you wish to make regarding the kind of minister you want”. Forty respondents provided additional comments regarding the kind of minister they wanted.

Items in bold and italics are the top six ranked qualities

*: Identified by one person and then ranked as their second most important quality

Open-Ended Responses

In addition to ranking the top six qualities valued in the new Minister, respondents were invited to provide additional comments. Respondents were very forthcoming in their responses. The following eight themes¹ were identified:

1. Good preaching skills offering hope and reassurance;
2. Able to relate to both young and old;
3. In touch with “modern society” and the “real world”;
4. Experienced;
5. Outgoing, high energy, “youthful” regardless of age;
6. Leadership and administrative skills;
7. Available for home visiting and pastoral care; and
8. Forward thinking.

¹ Themes are not prioritized.

The open-ended responses captured some qualities that were similar to those items that were ranked, yet also identified other more personal attributes.

“We need a minister with strong preaching skills, solid strong leadership abilities to develop new programs, friendly, compassionate personality to minister to old and new and attract new members”.

- Long-time female congregant, aged 70+ years

“Warm and outgoing...good preaching skills, team leader, empathetic and pastoral”

- Long-time male congregant, aged 70+ years

“.....Minister needs to set the direction of the church...to inspire, lead and grow the congregation – new ideas, relevant sermons...”

- More recent male congregant, aged 41-55 years

“A minister who is forward thinking and possesses strong leadership skills that will guide our church for the next 15+ years. I also want a minister who is very active in pastoral care and will regularly visit members in the hospital and offer communion to our shut ins”.

- Long-time female congregant, aged 56-70 years

We need someone who can bring new ideas to the Church. We need a good preacher who relates their sermons to what’s going on in the world today. We need someone who can interact with the congregation. We need someone who can go out into the community and bring people into the church. We need someone with a good sense of humour”.

- Long-time female congregant, aged 56-70 years

Limitations

Surveys are a quick and relatively effective and cost efficient way to reach large numbers of potential respondents. However, one limitation is that you are not able to ask additional or clarifying questions.

A number of factors may have influenced the number of surveys returned. The survey was conducted at a time of year when many congregants are enjoying their winter vacation. However, considering that there was a relatively short period of time to complete the survey, no tangible incentives were offered and no systematic strategy to remind respondents to return their surveys was implemented, the authors were pleased that 73 surveys were received.

A major issue was the challenge that many respondents experienced with the question asking them to rank the top six qualities they valued in New St. James' next Minister. This resulted in data from 28 respondents (38.4%) not being used for this portion of the analysis. Fortunately, another open-ended question invited respondents to comment on the "kind of minister wanted". Many provided additional detail in response to this question so that overall an extensive list with common themes was generated.

There were a large number of older congregants among survey respondents. This demographic may be more consistent with New St. James actual demographics than previously recognized. This observation is certainly consistent with the finding that there is a need to increase membership especially among children, youth, young couples, families and the middle aged. Posting the survey on-line saw younger individuals using this medium.

Nevertheless, with few exceptions, the trends observed across age groups, especially in selecting the top six qualities desired in New St. James' next Minister were consistent.

The authors are confident that the number of surveys returned were adequate to identify trends and to highlight areas that would benefit from further discussion.

How Do These Findings Inform Our Search Process?

It is intended that the findings from the Congregational Survey will inform the search process. Qualities valued in New St. James' next Minister as well as congregational strengths, opportunities and challenges can offer guidance and direction to the Search Committee in developing the interview guide and in identifying criteria for reviewing resumes. The findings may be useful in responding to questions posed by candidates during interviews. In addition, the findings also highlight areas that would benefit from further dialogue. The need to weight some characteristics when considering qualities valued in the next Minister as more important than others would benefit from further discussion.

The results from the Congregational Survey along with the Congregational Profile will serve as useful resources for the Interim Moderator when contacted by potential candidates.

Conclusions

The Congregational Survey was designed to invite respondents' perceptions of New St. James and to seek input about "the skills and qualities we need to seek in a new Minister".

In summary, New St. James excels in many areas including:

- A strong Music Program;
- A welcoming and caring congregation;
- Active Mission and Outreach activities;
- An effective Pastoral Care Program;
- Meeting the worship and Christian Education needs of older adults; and
- Meeting the Christian Education needs of children.

The survey also identified opportunities for growth and change:

- Worship and Christian Education needs of teens;
- Christian Education needs of singles and couples;
- Worship needs of children, singles and couples; and
- Increasing membership, with a focus on attracting singles, children, youth and young families and middle-aged individuals.

These areas merit further reflection and conversation.

Overall, the top six pastoral skills, competencies and interests valued in our next Minister identified by respondents were:

1. Leading Worship and Preaching;
2. Christian Education;
3. Administration;
4. Crisis Visiting;
5. Equipping Church Members; and
6. Personal and Spiritual Development.

In addition, respondents also identified personal characteristics they valued including forward thinking, in touch with "modern" society, experienced, able to relate to both young and old, outgoing, and "youthful" regardless of age.

Appendix A: The Congregational Survey

New St. James Presbyterian Church: Congregational Survey

The Search Committee needs to hear from you with your input by, **Monday, March 5, 2018**

The survey is intended to invite your views about:

- **New St. James, and**
- **the skills and qualities we need to seek in a new minister.**

There are no right or wrong answers. You may choose not to answer all questions. It is expected that it will take not more than 10 minutes to complete the survey. Each family member, including older children and youth, is invited to complete a survey.

If you prefer to complete the survey online, please go to the Church website where a link will be provided or contact the Church Office and a link will be sent to you by e-mail.

If you have questions about the survey OR would prefer to speak with someone on the Search Committee, rather than completing the survey, please contact our Church Office Administrator (Judi Le Blanc 519-434-1127) who will have someone from the Search Committee contact you.

QUESTIONS ABOUT OURSELVES AND OUR CONGREGATION

1. What attracts you as a member or adherent of New St. James?

2. What is the most important strength of this Congregation?

3. What is the one thing you like the most about our Church?

4. What is the Congregations greatest need?

5. If you could change one thing at New St. James, what would it be?

6. Evaluate New St. James in the following areas by circling an appropriate number.

(a) Worship Life	Not at All			Very Much So	
Sermons are meaningful and inspiring	1	2	3	4	5
Music Program enriches worship	1	2	3	4	5
I like the style and content of prayers	1	2	3	4	5
Our worship meets the needs of: Children	1	2	3	4	5
Teens	1	2	3	4	5
Couples	1	2	3	4	5
Singles	1	2	3	4	5
Seniors	1	2	3	4	5

(b) Pastoral Care (Visiting, Caring, Support, etc.)	Not at All			Very Much So	
The Congregation ministers to each other	1	2	3	4	5
Our ministry of pastoral care is effective	1	2	3	4	5
We try to make new people welcome	1	2	3	4	5

(c) Christian Education Ministries	Not at All			Very Much So	
Our Christian Education Program (Sunday School, Bible Study, and other programs) is suitable for:					
Children	1	2	3	4	5
Teens	1	2	3	4	5
Couples	1	2	3	4	5
Singles	1	2	3	4	5
Seniors	1	2	3	4	5

(d) Mission					
Our Church ministers to the community	1	2	3	4	5
Our Church ministers throughout the world	1	2	3	4	5
We try to make new people welcome	1	2	3	4	5

(e) Is there any age group that is missing from our Congregation? _____

7. THE KIND OF MINISTER WE NEED - Pastoral Skills and Interest Inventory: What are the pastoral skills especially needed in the ministry and programs of our Church? **Rank in order of priority from 1 to 6, the top areas in which you most wish a minister to have skills, competencies, and interests.**

- _____ **Administration** (Leadership to the congregation, church staff, and other organizations and Church groups)
- _____ **Christian Education** (Provides leadership and consultation in selecting appropriate curricula for the educational ministry and planning educational activities for groups of all ages)
- _____ **Community Leadership** (In areas like mission activities, schools, community organizations)
- _____ **Crisis Visiting** (Serving people at times of illness, death, trauma, family crisis, job loss)
- _____ **Counselling** (On a regular basis)
- _____ **Denominational Service** (Sharing in the work of all of the courts of the Church such as Presbytery, Synod, General Assembly and the National Church)
- _____ **Equipping Church Members** (For integrating Christian faith with life)
- _____ **Evangelism** (Relating the Gospel to people outside the Church and helping the Congregation to do the same)
- _____ **Home Visiting** (On a regular basis)
- _____ **Inter-Church Co-operation** (Working with inter-denominational programs and activities)
- _____ **Leadership Development** (Planning for and sharing in the training of leaders for the church's programs)
- _____ **Leading Worship and Preaching** (Planning and conducting worship services)
- _____ **Mission Outreach** (Evangelism and social justice in the community, the country, and the world)
- _____ **Personal and Spiritual Development** (Providing leadership, guidance and resources for people's devotional life, and prayer groups, retreats, and other small group experiences)
- _____ **Program Development** (Providing leadership and development in establishing goals, and organizing programs in church and in the community)
- _____ **Stewardship** (Promotes faithful use of our time, gifts, and money in response to the generosity of God)
- _____ **Work with Seniors** and older adult
- _____ **Work with Children and Youths**
- _____ **Other – Please specify** _____

8. Do you have other ideas or comments you wish to make regarding the kind of minister you want?

DEMOGRAPHICS:

To help us understand the survey results and to guide us in seeking a new minister, please provide the following information. All survey results will be anonymous. No names are required.

I am ____ Female / ____ Male

My age group ____ 0-10, ____ 11-16, ____ 17-25, ____ 26-40, ____ 41-55, ____ 56-70, ____ 70+

Number of people in my family (including myself) _____

I am a ____ Member / an ____ Adherent

I have been associated with New St. James for ____ years

Please return your survey in the envelope provided no later than

Monday, March 5, 2018, by:

- Placing it on the offering plate at Sunday Service, OR
- Delivering it to the Church Office, OR
- Mailing it to the Church Office OR
- Contacting your Elder and arranging to have your survey picked up.

Thank You

Appendix B: Lessons Learned/ Recommendations for Future Search Committees

1. Seek out the Best Practices of others in conducting Congregational Surveys
2. Increase the response rate by offering different options e.g. on-line and paper. Depending on when the next Search is convened, on-line or other mediums may be the preferred methods of choice.
3. Balance the need to move forward quickly to fill the vacancy versus taking time to customize the survey to meet the needs of New St. James.
4. Use census data age categories e.g. 10-14, 15-19, 20-24, 25-34, 45-54, 55-64, 65, 74-75+ to recognize that those who are 65-74 are different than those 75+ and those who are in school are different from those who are working.
5. Pilot the survey with 10 congregants who are not part of the Search Committee to identify and address potential concerns with the data collection tool.
6. Consider nominal incentives to increase response rates.
7. Consider a longer period of time for the data collection phase.
8. Provide specific guidelines for Elders when distributing the surveys in order that they may encourage participation and consistently respond to potential questions.
9. Implement an appropriate and systematic strategy to remind respondents to return their input.
10. Negotiate appropriate time lines and formats for receiving electronic results.
11. Include a line in the Search Committee budget for data collection and analysis.
12. Seek outside paid (e.g. honorarium, stipend) expertise as needed e.g. to develop or customize an existing survey; specialized expertise required for electronic surveys, interpreting findings and preparing a user-friendly report etc.
13. Allow sufficient time to analyze and prepare the report.
14. Seek feedback on the final draft and revise as needed.