

Urban Residents Program Diocese of Massachusetts Prospective Congregation's Application

Overview

The Urban Residents Program of the Episcopal Diocese of Massachusetts deploys newly ordained clergy in congregations committed to vital ministry and mission in the city.

The program seeks to address two urgent needs:

*** The need to infuse creative energy and leadership into our city parishes.**

Urban Residents will help to stimulate growth and missional vitality in urban congregations, working closely with the clergy and lay leadership in order to maximize opportunities for invitation, formation, outreach and service.

***The need to equip clergy to face the challenges and complexities of urban ministry.**

The Urban Residents Program will develop more resourceful, inventive and faithful leaders for the church. We believe clergy formed in the crucible of our multicultural, socio-economically diverse, continuously evolving cities will be well prepared to lead a changing church.

Through the Urban Residents Program, the Diocese of Massachusetts seeks to fund 10 full-time, three-year assistant positions, deploying one new assistant every year during a ten-year cycle. Congregations receiving an assistant must demonstrate a clear and compelling vision for ministry in their context, the capacity and commitment to train and mentor new clergy, and concrete engagement with the Diocesan Mission Strategy¹. Successful candidates must possess a passion for urban ministry and the ability to empower lay leadership, along with the readiness to take on a full-time, three-year post. The program will be administered under the supervision of The Office of the Bishop Suffragan for Urban Congregations.

Although priority will be given to people ordained in the Diocese of Massachusetts, the ethnic, racial, cultural and linguistic diversity of our urban communities requires the consideration of candidates throughout the Episcopal Church and the Anglican Communion. Following completion of the program, an Urban Resident must first consider available clerical positions in this Diocese.

2008 Application and Placement Procedure

- Completed applications and supporting materials must be received by **3 p.m. on Monday, March 3, 2008**. Please mail or hand deliver four (4) copies of the application and one copy of the supporting materials to

Episcopal Diocese of Massachusetts
ATTN: Staff Officer for Urban Ministry Development
138 Tremont Street
Boston, MA 02111

Urban Resident and Congregational Placement announced by May 2008.
Urban Resident deployed in congregation as early as July 2008.

¹ Click here for the [Diocesan Urban Ministry Strategy](#) or go to the diocesan website at www.diomass.org and navigate to "Our Mission" and select [Urban Ministries: Rebuilding Our Cities](#)

Contact Information

For questions, comments or suggestions please contact the Rev. Gregory A. Jacobs, Staff Officer for Urban Ministry Development, at (617) 482-4826, Ext. 404; gjacobs@diomass.org or Suzette Phillips, Assistant to The Rt. Rev. Gayle Harris, at (617) 482-4826, Ext. 222, or shp@diomass.org.

Additional Prerequisites for Congregational Applicants

The clergy in charge of the congregation should possess demonstrable experience with mentoring, supervision and training, as well as a successful track record in urban ministry. He/she should have spent a minimum of three years in the congregation and should be engaged in the life of the Diocese and the priorities of the Mission Strategy.

The congregation should demonstrate ethnic and generational diversity², or potential for greater diversity, as well as tangible signs of vitality, viability and the potential for growth. In addition, the community should be willing and able to provide the Urban Resident with support for clergy continuing education, travel reimbursement and a discretionary fund, as established by the guidelines from the national church and/or diocese. Finally, the congregation's leadership must have completed or prepared to complete the following:

- Anti-racism Training
- Most current Annual Parochial Report
- Most current Annual Clergy Compensation Worksheet
- Annual Audits for most current and prior years

Application Format

Application packet, submitted on standard 8 1/2" x 11" paper, in not less than 12-point type, single-spaced, shall include the following:

1. **Congregational Contact Information.** Please provide the following information:
 - Name and address of the congregation
 - Congregational contact: clergy (Please include title, mailing and e-mail addresses, daytime and evening telephone numbers)
 - Congregational contact: senior or junior warden (Please include title, mailing and e-mail addresses, daytime and evening telephone numbers)
2. **Overview.** In no more than two pages, please describe your congregation's overall vision for mission and ministry in your context and the role of an Urban Resident in that larger vision. Use the following queries to guide your discussion:
 - Describe your congregation's and clergy's present demonstrated commitment to urban ministry (ministries, programs, personal and corporate engagements)
 - What is your five-year plan for congregational mission? What goals have you set? What programs and relationships do you hope to initiate and/or nurture?
 - What are your areas of strength as a congregation? What are your growing edges?
 - Describe the ways you believe an Urban Resident would help your congregation to achieve its goals and vision.

² Click here for the [Vitality, Viability and Mutuality](#) document

3. **Additional Questions for the Congregation.** In no more than four pages, please address the following queries:
- Describe your engagement with the vision and goals of the Diocesan Mission Strategy. How does your congregational vision connect with these statements?
 - Describe the activities, responsibilities and/or ministry areas where you most urgently require the service of an Urban Resident. What groundwork has the congregation already laid in these areas?
 - Describe the congregational infrastructure and your plans for sustaining programs the Urban Resident initiates or nurtures, beyond the tenure of the Urban Resident.
 - Describe in detail how the congregation will provide broad-based exposure to parish ministry, including liturgical and pastoral leadership, and finance and administration.
 - How would you provide both clergy and congregational supervision and support to the Urban Resident?
 - Describe plans to hold the congregation, clergy and the resident accountable to mutually established goals. Note: Congregational leadership and Urban Residents will be expected to complete a Mutual Ministry Review – the format for which will be provided by the Congregational Development and Support Committee – at the end of each year.
4. **Supporting Materials.** In addition to the information and statements above, congregations be sure the following materials arrive in the Office of the Bishop Suffragan for Urban Congregations by the deadline of **3 p.m. on March 3, 2008.**
- Congregation's mission statement
 - Resume or curriculum vitae for clergy person in charge of congregation
 - Income and expense reports for 2006 and 2007, including operating and non-operating accounts for both years
 - The congregation's 2008 budget
 - The attached Applicant's Checklist, completed
 - The congregation's most recent Annual Report and/or most recent parish profile

Applicant's Checklist

	Have you submitted or completed the following?	Yes/No
1	Congregation's mission statement	
2	Resume or curriculum vitae for clergy person in charge of congregation	
3	Vital Congregations checklist	
4	Income and expense reports for 2004 and 2005, including operating and nonoperating accounts for both	
5	The congregation's 2006 budget	
6	The congregation's most recent Annual Report and/or most recent parish profile	
1	Anti-racism Training	
2	The most current filing of the Annual Parochial Report	
3	The most current filing of the Annual Clergy Compensation Worksheet	
4	The most current filing of the Annual Audit	
5	The most current payment of the Annual Assessment or Assessment Payment Plan?	
	In addition, please answer the following questions:	
1	Are all clergy compensated at or above the diocesan minimum?	
2	If an Urban Resident is deployed in your congregation, do you commit to performing a Mutual Ministry Review at the conclusion of each year?	

Please include with the application a complete explanation of circumstances related to all questions answered in the negative.