

EMMANUEL

Annual Report 2017-2018

Chairman's Report – Aaron McConkey

This month marks the end of my 6th year on Leadership Team at Emmanuel. Due to constitutional term limits for this role, it is bittersweet for me writing my last “Chairman’s Report.” I first came to Emmanuel in 2010 as a favor to a friend - playing some guitar so that a fading church could have “one last real Sunday service.” But of course, that’s not how the story went. We pulled together, learned each other’s stories and lives, and sought out God’s desire for Emmanuel’s role in The Kingdom on Phinney Ridge. We knew we wanted to be “missional” in a local context, and that our building serves as an incredible tool for doing just that. So we launched the Men’s Shelter, the Port & Anchor, partnered with KapKa, Mosaic, and other community groups. We slowing crafted a Sunday church service that prioritized a welcoming and comfortable “family” feeling. We brought on Bob as our pastor, and have recently welcomed two additional churches into our building. This once-fading church is alive, stable, and now poised for a new chapter.

And so we pray, listen, and look to the future. This year we are growing in a few directions - adding staff (a new Worship Director position), welcoming new exciting partners in the building (Hallows Church), refining our successful Men’s Shelter, and starting to creatively seek new missional opportunities with our friends and partners at KapKa. We face challenges as well - in a nation and culture more divided than ever before, we’re seeking our role as God’s church in a sea of angst, pain, and divisiveness.

Reflecting over the last six years of stabilizing, building, and learning, I am honored to be part of the story that got us to this place today - really ready to embark on a totally new chapter. I look forward to being a part of that here at Emmanuel.

Pastor's Report – Bob Zurinsky

Dearest church family,

As we come to the close of my third year with you all, it's been fascinating to think back on how much we've done, and lived, together. And also to dream about all that is still yet to be done.

One of the things that has consistently impressed itself on me is the reality that the “business” we’re in as a church is a *long...long...long-term* kind of thing. We aspire to the highest ideals of following Jesus as our leader and master, even in the midst of a rapidly changing and complex world that looks so unlike that ancient land of canaan-by-the-sea. Bridging that gap takes time and commitment to listening to the voice of the living Spirit. And we do this together as a family of admittedly very complex people! Our calling as a fellowship is to encourage the personal growth and discipleship of each member of the group, but that’s no simple task. It involves the nearly constant process of re-wiring our habits, our relationships, and our values as individuals. (And we’re committed to leaving no one behind.) Our calling here also involves the constant learning related to our mission of reaching out and welcoming new people – many of whom come from a variety of personal backgrounds and experiences, different ways of thinking and seeing the world and God. It takes *time* to learn these relational and cross-cultural skills. Our calling is also complicated, and enriched, by the responsibility to faithfully steward an institution that has built up its own rich heritage, painful stories, and multiple cultures throughout its nearly 90-year history in Phinney Ridge.

All of this takes much time and great grace. For us impatient types, on any given day or week (or decade!) it can sometimes feel like it’s too much to hope for, too much responsibility for any mortal creature. But you know what? As I look back on even just these past 12 months, it’s quite remarkable to see that progress is real, and that God’s Spirit has been with us and for us. The God of Abraham and Sarah, Isaac and Rebekah, Jacob and Rachel – this God who works on a timescale of centuries and millennia – has also been clearly at work in the hearts and lives of us as individuals. Quite rapidly, by all accounts.

Growth often is accompanied by feelings of pain, inadequacy, limitation, fear, and deep uncertainty about the future. If you’re like me, you’ve experienced these things in your seasons of profound growth as a person. We can even experience these things in community, or as a church. Often these are signs of an incredibly positive process taking place. If you find yourself feeling weak or wounded in this season (as many in our society currently do), I encourage you to receive this moment as an invitation from God to lean in, to release old habits, and to dream about the better thing that comes after.

And if you need a little more encouragement, you can also remember some of the beautiful things you’ve helped to create as a community this year. For a small church, it’s really quite wonderful...

In the last year, we had 18 people register for a workshop series designed to help us grow in our emotional intelligence. We created a program for training church members in emergency preparedness, with the goal that those who are trained can help train others in their neighborhood. We hosted our sixth annual Yuletide Sessions Christmas concert for the neighborhood, and raised thousands of dollars for the men’s shelter. Speaking of the men’s shelter, we partnered with UGM to host a program that kept 54 homeless men off the streets this winter, and we gratefully offered our

own facility and utilities free-of-charge (see attached report from UGM). We remodeled our conference room as a new children's ministry space (with more to come soon!). Our members created a sports ministry that drew dozens of new neighborhood friends, many from immigrant communities. Our kids' ministry officially began sponsoring children through World Vision, as a way to build emotional bonds between our children and those in Mexico. We supported missionaries in the Ukraine with friendship and shipments of new clothing for the community they work with. Through a delicious joint luncheon, we began the process of relationally merging our community with the Ethiopian Evangelical Church of Seattle (more to come this Fall). We hosted a work party for new students at SPU and contributed to their orientation to Seattle. Several of our members began volunteering with the Elizabeth Gregory Home, a service to homeless women in the U District – and this summer we hosted a community garage sale to donate hundreds of dollars to the work of EGH. (We are actively planning to increase our partnership with this ministry in the coming year.) We faithfully walked through a season of grief and celebration for two beloved members of our church who passed away this year, Ruth Sandberg and Reid Baer, as well as John Dalke. We built so many new friendships through our women's and men's retreats in stunning locations. We gathered in intimate community through small groups like The Well, Ladies' Night at Marilynn's, and Tuesday Morning Bible Study. We have begun the long process of hearing and holding the life stories of each member of our community on Sunday mornings. Nearly every member of the church has volunteered on ministry teams like hospitality, music, a/v, art and set design, landscaping, maintenance, welcoming and ushering, children's ministry, transportation, and more. We walked in memory of our loved ones at the Leukemia and Lymphoma Society's "Light the Night." We walked with Chris Kyle in honor of his father at the Seattle MS Walk. We've started planning new strategies in partnership with KapKa Cooperative School to offer services and education to the neighborhood. We've celebrated the engagements and marriages of Laura, Trevor, Sara, Jonathan, Sam, and Rachel. Bob got ordained with the Evangelical Covenant Church. We welcomed baby James Reed! Our members created a finance and investing workshop to educate the community on personal stewardship. We baptized a new friend from rural Alaska who met us online and traveled here for a quiet ceremony in the sanctuary. Steven, our new arts and social director, created and led basically a thousand different community-building and arts events, more than could possibly be listed. And every week, we gathered to study scripture and worship under the faithful leadership of our ridiculously talented musicians. And more, and more.

Behind the scenes, our small but mighty staff has successfully managed the operations of a vast and complex property and rental setup. This building now hosts four churches full-time (Emmanuel, Hallows, Mosaic, and the Ethiopian Evangelical Church). We have an elementary school on-site five days per week (KapKa). Our space hosts counselors and musicians most nights of the week (did you know that we're the home of Sacred Heart Singers, Seattle Rock Opera, and six local bands?). And our gymnasium is the regular practice space for many of Ballard's sports teams. All of this is managed by a very small crew, but with incredible excellence. Emmanuel's total FTE (full-time equivalence) staffing is less than 2 persons, but together this team has spent the last three years transforming our operations to create a professional and life-giving space for many people in the Phinney Ridge neighborhood. And we're just getting started.

Through great management by our staff and Leadership Team, we're now in a strong financial position to move forward with our vision for the future of the church. This organization that was on the verge of bankruptcy just a few years ago is now stable and ready to move into the future from a position of confidence rather than fear (we will *not* be driven by fear – that's not what God intends for any of us). We added \$47,000 to our savings account this year, and now have about \$300,000 in cash reserves to serve as a buffer against unforeseen (but inevitable) maintenance issues that might

arise. We'll continue to add to this number as time goes on, as good stewards of the talents we've been entrusted with. We also received our King County property value assessment this month, and we're encouraged to see that the estimated value of our building and properties have continued to grow at a rate of more than 10% per year, and now stand at about \$9M, debt-free.

While all of this is encouraging news, we're not meant to just sit back and relax. The purpose of our work toward stability is that we might take the next steps forward in our mission – God's mission.

Last year, our Leadership Team established several guiding "kingdom values" for our ongoing work:

- Attention to the need for racial justice and reconciliation.
- Commitment to work in a way that promotes life and health for all people.
- A special focus on ministry with the poor and marginalized in our world.
- An abiding commitment to worship, to teach and live the Christian story, and to represent the values and example of Jesus faithfully in all that we do.

These "kingdom priorities" guide our ministry and financial decisions going forward. And this year, we've discerned that the next steps for us to take as a community are focused on *building up the body of the church* for sustainable and long-term vitality in ministry. This means that we will continue to minister to the neighborhood and world in all the ways we have done so-far, and we will increase those efforts through new partnerships and investments, but we'll also invest *new energy and resources* to make our church community a welcoming and growing space for an increasing number of people who are seeking God's kingdom life. For a long time, the Emmanuel community has operated very well through the tireless, sacrificial gifts of time and energy from countless volunteers, in almost every way. We now intend to make organizational investments to support and increase this work.

New Worship Director

One of the hallmarks of our church experience in recent years has been the incredible abundance of artistic and musical leadership within our body – skills and talents that far surpass what one would expect from a congregation our size. We have developed a high standard for our communal worship gathering that we're proud to carry into the future. In the past year we've engaged in a search process for our next worship director, and in that process our leadership voted to approve Onyedikachi Priscilla Ozodo for the position, a person whom we love and believe is a wonderful fit for our community. However, upon further consultation with an immigration attorney, it became clear that Priscilla would not be eligible to receive compensation due to her current immigration status. The Leadership Team and Priscilla have jointly determined that we will re-open the search process at this point, and that we will invest more financial resources toward this role, with the goal of offering a competitive compensation package that will attract candidates who are highly skilled in their field and theologically trained (seminary education preferred). In this coming year, we intend to upgrade our Sunday morning worship experience to create a very consistent and rich experience that will feel welcoming and accessible to new members and guests. (See attached JD for the Worship Director position.)

New Small Groups and Discipleship

In our effort to enrich and build our body, we have determined that it is essential to provide opportunities for all members of the community (whether new or old) to connect deeply with other

individuals and to engage in a real process of personal growth together. This Fall, we will kick-off a new series of small group offerings, and you are invited to create and host a group. We suggest that groups meet either every two weeks or once per month, and that you choose a theme, book study, or special interest to gather around. We have plans for an intensive Bible and theology discussion group, a spiritual disciplines group, and... whatever you create! Please talk to me to discuss and plan your small group offering. Groups should be open to all who are interested, provide real friendship and a safe place for fellowship, and include elements of prayer and discussion about following Christ in our real lives.

Children's Ministry

This past year we began offering childcare and children's activities on Sunday mornings, and although we don't have a large number of kids presently, we have identified this as an area of growth and investment for the upcoming years. As our kids are born and added to the body in the coming years, we're committed to gradually increasing both the funding and intentionality of this ministry program, beginning with relatively smaller investments this year but increasing at a steady rate in years to come, both in program budget and in staffing.

Much love to you all, dear family. Personal growth is slow and painful. Don't stop! Our society and world feel frustrating and painful at the moment. But we are playing the long-game, for the blessing of all God's children...and the Slaughtered Lamb wins the day.

Administrator's Report – John Yoshiki Jarman

Dear Emmanuel Family,

I can feel the pendulum swinging back. For the last two years I have helped steer our office with a “save and regroup” disposition. Many of my conversations with our Facilities Manager were about being cost-effective. But now I can see the tides changing. I am excited to help harbor a more optimistic outlook and bring this facility back into shape. We can’t afford to do everything this building deserves...but in this next year, we will be stepping in the right direction. In this way, I will help contribute to an Emmanuel experience that is more streamlined and *genki* (the word “genki” is a complex Japanese word that stands for energy, good health, and high vigor).

Facilities Manager

I am happy to say that Gabriel Pollak is committed for another year. He is our main eyes on our building. In addition to making sure things are in working order, we will use this next year to work together and usher in necessary makeovers and complete proactive maintenance projects.

Ministry Teams Coordinator

Emily Weissman has continued to spearhead consistency on Sunday mornings and facilitate the bread-and-butter ministries that often fly under the radar. This next year will be another year of supporting her as she reinvents her position and activates in areas that the church needs most – including new efforts in the area of Congregational Care.

Special Acknowledgments

-- Steven Fogell: Steven went off again this year (in the best of ways!). Not only did he have brilliant ideas on how to get our family active in the arts, but he executed a handful of other events for charity and community. Thank you.

-- Ben Paul: The Pauls continued their generous streak of fixing and providing for our church behind the scenes. This past year, Ben has arrived early to almost every Sunday morning in order to give us a consistent sound experience. In addition, he has taken on many landscaping tasks and was yet again the volunteer that served the most nights in the Men’s Shelter. I think Ben spends more time at the church than I do! Thank you.

-- An enormous thank-you to all of you that volunteer your time and energy and resources to provide food and drink and atmosphere at our Sunday morning gatherings (which is almost all of you). Thank you for helping clean, do presentation slides, plant flowers, and so much more! Thank you for being an active and contributive family.

Phinney Ridge Winter Shelter

November 1, 2017 – April 30, 2018, was our 6th consecutive winter shelter season. Our church family’s involvement increased slightly, as did our tenants’ contribution! KapKa made holidays feel special with gifts and table settings, and thankfully Mosaic stayed past December 2017 and continued to supply many of the nightly meal volunteers. Our very own Ben Paul, once again, served countless nights. A sincere thank-you to all Emmanuelites that served the men this last season. As you know, it means a lot to them. Five of the men transitioned into permanent housing and eight found employment in those short six months! With Mosaic officially being out of our building at the end of August this year, I implore our body to step up even more to serve meals this coming season.

Leases and Rentals

KapKa Cooperative School - Our five-year lease with KapKa that ends in 2021 has been going smoothly. In this next year, we are excited to increase our involvement with them and we have shared intentions to develop community programs together. They operate out of the entire south half of our building Monday through Friday from 8:00am until 5:30pm.

The Hallows Church – Hallows is our newest tenant. They were the prayerful answer to our financial stability after Mosaic announced their intention to move into their own building. Hallows now occupies the office spaces above the Port & Anchor and worships out of our gym on Sundays. This relationship came about through Bob's friendship with their pastor. They have brought a new energy to our spaces.

Ethiopian Evangelical Church – We had a beautiful lunch with our two churches on March 25. I would love to see more gatherings like that. They have continued to rent the conference room and adjacent room on Fridays and Saturdays and hold their services in our Sanctuary starting at 1:30pm on Sundays.

Misc. Rentals – We are blessed with continuing renters in our gym throughout the week. We have a combat practice group (fencing) and youth basketball team that have rented with us for more than two years now.

Family perks – In addition to all of the groups that rent our space, a handful of our church family members utilize a standing space reservation in the sanctuary for music rehearsals and the counseling room for therapy.

Emmanuel Bible Church: Thank you for being authentic, original, and truly showing interest in each individual. May this next year be a year where we are proud to show Emmanuel off to communities near and far, and to friends as well as foes!

Treasurer's Report – Patricia Kloster

Finance can sometimes be seen as dry and monotonous, but it is the framework by which our ministry has the ability to grow and reach out. The past year at Emmanuel has been one of “trying new things” in many ways. We launched the Missional Fund and challenged our congregation to “think outside the box” of the church walls and dream about how to reach our neighbors and our neighborhood. Creativity was in abundance, and both the Leadership Team and Finance Team encourage everyone to expand their vision. (The Missional Fund will continue next year!)

2017-18

Financially, this has been a very good year for Emmanuel. As I look back, our cash balance as of July 1, 2017, was approximately \$250,840, and we are ending the year (not quite) with a cash balance of \$297,215, as of June 18, 2018. Much of this is thanks to John Jarman’s ability to reach out and negotiate leases with the many groups that utilize our building throughout the week.

2018-19

While we have grown financially, our church body has not grown and the Leadership Team has had many discussions regarding this. In the proposed budget, Emmanuel’s LT is committed to growth both individually in our spiritual walk (adding a budget for small groups) and as a body, by expanding the role of our Worship Leader and supporting them with an increased salary. We all recognize that Sunday mornings are the most vital time we have together as a body and this decision will acknowledge that reality and put more focus on it. We have an amazing group of musicians in our small body here, but we need to encourage and support their efforts.

There are changes for the coming year as well:

- Mosaic Community Church’s last Sunday at Emmanuel will be August 26, and The Hallows Church has moved into that space (they have been sharing space at Emmanuel the last few months).
- Facilities continue to be a priority for us, as we need to be good stewards of the resources we have, as well as be good landlords to those we have entered into leases with.
- KapKa Cooperative School continues to partner with us, and that partnership only grows stronger as we look at mutual goals to serve our community.
- Children’s Ministry is another focus for growth as well. It is challenging, but we are committed to focusing on the future of this and are thankful for those who have stepped up in leadership roles there – David and Kaitlyn Pew, and Hayley and Lucas Reed, to name just two couples (the parents to our only children . . . so far).

As I now take a required one-year sabbatical from the Leadership Team and my role as Treasurer, I look forward to being open to using my free time for doing whatever God has in store for me. Thank you for your commitment to Christ and to this body of believers. Continue to pray with us for God’s direction as we seek to minister to those in our neighborhood and city.

As a Finance Team, our task is to partner with each person in ministry at Emmanuel. Special thanks to this year’s Finance Team:

*Luke Clum, John Jarman, Chris Kyle, Josh Norquist, Patricia Kloster
(with assistance from Aaron McConkey and Bob Zurinsky)*

2018-2019 Proposed Budget

Created by the Emmanuel Finance Team and approved by the Emmanuel Leadership Team, June 2018.

Income

4050 - 50th St House Rental	\$29,700.00
4010 - Unrestricted Contributions/Tithe	\$79,000.00
4110 - Rental Income*	\$287,890.00
4210 - Interest Income	\$670.00
4310 - Misc. Rental Income	
Total Income	\$397,260.00

***Breakdown of Projected Rental Income:**

KapKa Cooperative School	\$160,800.00
Hallows Church	\$80,800.00
Ethiopian Evangelical Church	\$29,640.00
Barony of Madrone	\$3,600.00
Sacred Heart Singers	\$1,050.00
Misc Sports	\$12,000.00

Expenses

6100 - MINISTRY

6101 - Worship/Music Equipment & Supplies	\$2,900.00
6103 – Misc Church Service Expenses	\$600.00
6105 - Kitchen & Hospitality	\$1,800.00
6107 - Retreats	\$1,500.00
6109 - Missional Fund	\$5,000.00
6111 - Landscape/Gardening	\$800.00
6133 - Small Groups	\$600.00
6134 - Sanctuary Design	\$400.00
6135 - Racial Reconciliation, Education, and Care	\$500.00
6117 - Children's Ministry	\$900.00

6136 - Welcome Team	\$500.00
6137 - Congregational Care Team	\$500.00
6120 - Evangelical Covenant Giving (denomination - national)	\$1,900.00
6121 – PNW Conference Giving (denomination - regional)	\$1,900.00
TOTAL 6100 - MINISTRY	\$19,800.00

6150 - SALARIES AND COMPENSATION

6151 - Pastoral Salary	\$56,000.00
Pastoral Housing	\$24,000.00
6152 – Other Staff Salaries	\$61,600.00
6154 – Benefits (health and pension)	\$30,000.00
6156 - Payroll Expenses	\$7,500.00
TOTAL 6150 SALARIES/COMP.	\$179,100.00

6200 - MINISTRY SUPPORT

6201 - Property & Liability Insurance	\$16,050.00
6204 - Professional Services	\$950.00
6205 – Bookkeeper (contracted service)	\$7,800.00
6210 - Office Operations	
6210.1 - Computer Software	\$300.00
6210.2 - Supplies	\$250.00
6211 - Copier	
6211.1 - Copier Rental	\$8,500.00
6211.2 - Copier Property Tax	
6212 - Postage/Delivery	\$200.00

6280 - Staff Expenses

6281 - Prof. Development (req'd conferences)	\$4,000.00
6282 - Education	\$400.00
6283 - Meals	\$600.00
6285 – Subscriptions	\$950.00
6286 - Mileage Reimbursement	\$100.00

6299	Banking / Accounting	\$450.00
	Merchant Fees	\$540.00
	TOTAL 6200 MINISTRY SUPPORT	\$41,090.00
6300 - FACILITIES		
6300.1 - Property Tax/Levies		\$4,700.00
6301 - Janitorial Services		\$23,760.00
6302 - Janitorial Supplies		\$3,600.00
6303 - Maintenance		
6303.1 – Church Building & Property		\$24,000.00
6303.2 - Maintenance Supplies		\$1,000.00
6304 - Utilities		
6304.1 – Church Building		\$41,000.00
6304.3 - Telephone/Internet		\$2,500.00
6307 - 50th St. House		
6307.1 - Property Tax/Legal Fees		\$5,500.00
6307.2 - Repairs and Maintenance		\$2,200.00
6304.2 - 50th St. House Utilities		\$490.00
TOTAL 6300 FACILITIES		\$108,750.00
MISCELLANEOUS EXPENSES		
Fire Sprinkler Installation Expense (KapKa)		\$48,500.00
TOTAL MISC.		\$48,500.00
TOTAL BUDGETED EXPENSES		\$397,240.00
TOTAL INCOME		\$397,260.00
Net Difference		\$20.00

Appendix: Worship Director Job Description

Description: Our mission as the church is to model the coming kingdom of God in word and action – which means living into that prophetic vision of life and wholeness for the world here and now, in the Spirit of Jesus. Part of the kingdom vision we find in our scriptures includes all tribes, tongues, and nations gathered around the throne of God in unity and in worship of our creator. Our Sunday morning worship gathering is an opportunity for us to practice this vision of the future while learning more about the Christian story through song, prayer, art, fellowship, and teaching. In partnership with the Senior Pastor, the Emmanuel Worship Director is responsible for planning and producing our Sunday gathering, including service planning, primary musical leadership, band direction and recruitment, and coordination of supporting roles like sound, art, and visual projection teams.

Reports to: Senior Pastor

Areas of Responsibility and Specific Duties:

- Service Planning (4 hours per week)
 - o The Worship Director will work with the Senior Pastor to establish the themes and texts for our Sunday gathering, based on the current sermon series and other factors. When sermon themes and scripture have been selected, the Worship Director will construct the run sheet for the Sunday service, including appropriate prayers, scripture readings, and an average of 6-7 songs per week. Care will be taken to represent a broad variety of worship traditions, including a mix of contemporary songs and classic hymns, and music that represents multiple genres and cultures. One of our kingdom-modeling goals for worship is that we are training our hearts to embrace the full spectrum of diversity represented in the kingdom of God, which means, in part, singing the songs of our people throughout time and from around the world in every culture. This may require investigating and learning new music beyond the Worship Director's personal cultural background.
 - o Create and print all materials (chord charts, etc.) for the band in a timely fashion.
 - o The Worship Director will assemble and direct a team of sound and projection volunteers to serve at each Sunday service, and will communicate appropriate details in advance. The Worship Director will also recruit and collaborate with artists of all kinds to enhance the worship service through stage design, visual displays, and performance pieces.
 - o Build personal relationships with musicians in the Emmanuel community, and those who might like to join the Emmanuel community. A continual process of recruiting and on-boarding new worship team members is part of the Worship Director's responsibility.
 - o Assemble multiple band teams for a monthly rotation of worship leading.
 - o Early on Sunday mornings, or at another time in the week selected by the Director, rehearse the music for the weekly service with the band.
 - o Create and update a 3-month calendar for musicians, with weekly reminders to all members of the worship team regarding who is playing each week, rehearsal times, and information about which songs to practice in advance (chord charts, special instructions, etc.).
 - o The Worship Director should plan to personally lead the band at least three times per month. On weeks when the Director is not personally leading the band, they will assign a secondary worship leader to coordinate rehearsals and Sunday morning leadership, and will collaborate with that person to prepare the service order.
 - o If the Worship Director is leading the band on a given week, they should plan to arrive at the church no later than 8:00am for setup and rehearsal. (All musical rehearsals should conclude by 9:40am, and the service will begin at 10:00am.)
- Band Development and Rehearsal (4 hours per week)
- Sunday Mornings (4 hours per week)

- o The Worship Director will coordinate the monthly rotation of sound and projection volunteers, and will work with them on Sunday mornings to ensure that the technical details of production for the service are ready to go by 9:40am.
 - o Tear down and clean up after the service.
 - o Whether leading worship or not, it is an expectation that all staff members will strive to attend at least 75% of Sunday worship gatherings, for the purpose of building relationships and contributing to the community as a member of the Emmanuel family.
 - Weekly Staff Meetings (2 hours per week)
 - o Attend a weekly Emmanuel staff meeting with the Pastor, Administrator, Ministry Teams Coordinator, and Facilities Manager. Work separately with the Pastor to plan worship.
 - Other tasks as assigned

Compensation:

The Worship Director will receive an annual salary of \$22,000. This position does not include health benefits.

Time Commitment:

This is a year-round position, with regular responsibilities averaging 15 hours per week. Certain tasks must be completed each week of the year, and if the Worship Director is on vacation or otherwise unable to work the required hours on a particular week, they are responsible for securing volunteers to ensure the work is completed on schedule. Attending at least 75% of Sunday worship services is expected for this position.

Qualifications:

- * Personal, humble, and thoughtful Christian faith. Respect for the broad diversity of Christian expressions.
- * Self-motivated and able to complete detailed tasks with minimal supervision.
- * Familiarity with core values of Emmanuel and the ECC (emmanuelphinneyridge.org/our-denomination).
- * Musical and band-leading proficiency, with prior experience in a congregational setting preferred.
- * Excellence in one or more lead instruments: piano, guitar, vocal.
- * A warm and engaging personal presence and the ability to connect with people from all backgrounds.
- * Desire to participate in the full life of the community as a member of the body.
- * Theological and cultural competencies (seminary or equivalent training preferred).

About Emmanuel Church:

Emmanuel is a small, family-like congregation with a long and rich history. The church was founded in Phinney Ridge in 1930 as the result of a merger of two local Swedish Covenant churches. Although founded by members of the Covenant denomination, the church remained independent throughout most of the 20th century. Like many older churches, Emmanuel experienced a slow decline in membership for many decades, and eventually reached the point in 2010 when only a small group of people was meeting to pray together on Sunday mornings. Since that time, fresh faces have arrived, and we now find ourselves in an exciting new season, with the conviction that God is moving among us and has called us to reach out in fellowship and service to our neighbors. Among many other changes that are taking place here, we have recently re-joined our founding denomination, the Evangelical Covenant Church. We are now dreaming about the next chapter of our life together, knowing that God is calling us to serve and bless our neighborhood and our world in creative new ways – and that we must do that together, as an intentionally diverse but unified family.

Submit questions or letters of interest to bob@emmanuelphinneyridge.org.

Appendix: 2017-2018 Men's Shelter Report from UGM

PRWS 2017- 2018 Report

November 1st 2017-April 30th 2018
Date submitted: May 4th 2018

Introduction

The Phinney Ridge Winter Shelter (PRWS) was successfully launched and completed through the support of Emmanuel Bible Church and Mosaic Community Church of Phinney Ridge from November 1st 2017 to April 30th 2018. Emmanuel and Mosaic churches were gracious hosts of the men's winter shelter that provides shelter for up to 20 men each night. Many volunteers, service providers, schools and organizations came together to impact the lives of the guests who used the PRWS during the winter season.

PRWS Stats

Total number of men slept nightly: 2641
Average number of men slept nightly: 17.62
Total number of individuals that used PRWS services: 54
Highest number of guests staying in a night: 23
Lowest number of guests staying in a night: 11
Total number of meals provided: 5613
Average number of meals provided daily: 37.46
Total number of volunteers participated: 557
Average number of volunteers participated nightly: 3.08

Men transitioned to school, college, training etc.: 6
Men transitioned to housing: 5
Transitioned to employment: 8
Men transitioned to SUGM program: 1
Re-dedication of faith: 2
Men transitioned to clean and sober status: 4

Special services

PRWS organized special services to the guests through various service providers and during holidays. Some of them were:

Christmas Eve at Phinney Ridge Winter Shelter – Christmas Eve 2017, our guests at the PRWS were treated to a wonderful Christmas Eve dinner made by the volunteers from Emmanuel Bible Church and Mosaic Community Church. And what made it so special was that the children from Kapka Cooperative School had individually wrapped gifts for all of the Phinney Ridge Shelter Guests which were placed under a glowing Christmas tree for them to open. That night, after the delicious Christmas Eve meal, the men got to open individualized

gifts and were blessed! As our long-time Guest Services Associate Mitch Arnold said, it was "A wonderful Christmas for the men!"

Pizza Party: A great thank you goes out to Emmanuel's Pastor Bob Zurinsky for providing Zeek's Pizza for the entire Phinney Ridge Winter Shelter Friday night March 23rd! The Phinney Ridge Guests were absolutely giddy when they saw the pizzas delivered at 7:30 pm and devoured and loved the great variety!

Foot Care Clinic: Monday, April 23rd at Phinney Ridge Winter Shelter, we had the great privilege of hosting the United Foot Care Team from 7:30 pm to 9:30 pm. Keith, Donna, and Carol all did a wonderful job serving the guests, giving out socks, washing feet, and consulting with five guests about intensive foot care issues. It was a great success and an extreme blessing for the Phinney Ridge guests! A hearty thanks goes out to the United Foot Care Team! One guest even remarked after being treated, "My feet feel ten times better!"

PRWS Closing Event: On Monday, April 30th at Phinney Ridge Winter Shelter we said farewell to our guests, some of whom had been with us since we opened on November 1st, 2017. We were joined by our faithful volunteers Ben Paul, Sarah Sleg, and Sonja Lund who all did an amazing job of keeping our guests served and fed this year! We will see many of these guests and volunteers again next November 1st when they return and we open up the Shelter with the blessing of Emmanuel church. We would like to thank Emmanuel Bible Church for their commitment to providing this shelter for our guests. Thanks goes out to Emmanuel Church, Mosaic Church, Hallows Church, and Kapka School for providing food, supplies, and volunteers throughout the year. It continues to be an amazing partnership!

Incidents

This season there were altogether only six incidents that resulted in taking disciplinary action to secure and safeguard the shelter's community. All the incidents were taken cared by the staff professionally without escalating any situations.

Some remarkable stories of PRWS guests:

Robert Bush: Struggling with Addiction by Andrew Ndayambaje:

Robert Bush was a regular who almost came every night to the Phinney Winter Shelter. He is a very positive person and lived well with everyone at the shelter. Robert had always had an anxiety problem that made him get hooked on drugs. I saw a change and transformation in Robert and much credit goes to Mike; one of the volunteers from Mosaic who started engaging with him personally and would hang out and disciple him and read the Scriptures with him.

During the first days at the shelter Robert started quitting some drugs, got off heroin and it was a joy to see his excitement about it and what God was doing in his life. Robert was always very appreciative of the warm shelter that Emmanuel Church provided, the food served by the volunteers and also all the clothing and other services provided at PRWS.

He showed signs of exhaustion from the day during many of the nights he came in and would be among the first ones to go to bed. During this season he was arrested and incarcerated for about 16 days. This was a very difficult time for Robert but also a catalyst to help him get off all the other addictions and drugs that he had been hooked on. It is also during this time that he reconnected more with God and came out clean. It's my prayer that he needs a recovery program for his addictions and needs continuous encouragement.

Cesar Carter: Stable Housing by Mitch Arnold:

Cesar Carter came to PRWS six years ago. Mr. Carter early on had some addiction problems, however over the last two years he has shown a change in heart and attitude. Mr. Carter attended college for communications three years ago, and the last two years he has been working towards housing. This year things have shifted for Mr. Carter with housing opportunities. He has become very involved the "Block House Project" under Rex Holbein. Mr. Carter has been approved for a "block House" and has moved in to stable housing until his block house is completed. He has also appeared in a web site advertisement for the "block house project" in Seattle. We are very hopeful for Mr. Carter and his continued positive path.

Prudencio Martinez: Employment and Housing by Mitch Arnold:

Prudencio Martinez also came to PRWS six years ago and has stayed each year since. Mr. Martinez has struggled with addictions since early on however this year he seems to have changed his attitude and stopped using. He has always been able to obtain employment but has struggled with obtaining housing. However, in the last year Mr. Martinez had the opportunity to work in Alaska with a job that provided housing. This is a wonderful opportunity for him and we are hopeful that this opportunity will be the catalyst that breaks the cycle of homelessness for him. We are hopeful for Mr. Martinez and his continued path.

Edward Vale: A Lesson I Learned by Andrew Ndayambaje:

After I started working in UGM in the Front Desk I experience that some needy guests can be broken hearted to interact with. Just as anyone will react the homeless ones can be downtrodden, frustrated, depressed and even annoyed because of their helplessness to take care of their crisis. Edward Vale, who goes by Ed was one of the guests at Phinney Ridge Winter Shelter. He was a regular at the shelter and came in at least every night. I was impressed that Ed is a very friendly person and likes to have conversations and loves coffee.

Ed is one of the guys that cared about the other guys he shared the shelter with. You would see that he looked out for everyone and showed that he cared for those who were either having a bad day or not feeling good. I had a chance to have conversations and one on ones with him at the shelter and I enjoyed Ed's company. His condition of being homeless never got in his way of being a good and friendly person. He was always appreciative of Emmanuel Church for a nice, clean and warm place for shelter, the food the volunteers prepared and all that was provided to them.

He is currently not attending church or religious in anyway but Ed still enjoys it when volunteers or myself shared about the Word of God and the love of Jesus Christ. It was a

great experience working with all the guest like Ed who brought conversation, friendship and relationship to the community.

PRWS 2018-2019:

As we wait eagerly to open the next season of PRWS we are interested in making our services more enhanced and improved to provide the best services as we possibly will.

1. Volunteer orientation: Volunteers being the greatest support, we will provide a short period of time to make familiarize with our guidelines of how to serve the homeless on a regular basis. A printed document or a file can be also shared before volunteer turns up to our shelter for their security, safety and for the benefits of our guests.
2. Light One on One Case Management: All the staff selected to oversee PRWS will have intensive training before they start working at PRWS. We want our staff to get involved in the lives of our guests and provide them spiritual and social needs. This way PRWS will continue to be a place of transitioning for our guests from homelessness to independence and freedom.
3. Food supplies and management: We will continue to be proactive in providing food to our guests. We will develop better communications system and availability of supplies ahead of time. With or without the food help from volunteers, PRWS workers will make sure that all our meals are served.

Conclusion

Seattle's Union Gospel Mission was blessed to partner with Emmanuel Bible Church and Mosaic Community Church this winter season. We extend appreciation to all the staff of the Men's Shelter Guest Services Team, who willingly participated to work in making PRWS a successful venture. The church and community volunteers were crucial in making and serving dinner to the men while Welcome Center Staff provided security, safety, housekeeping, bed-down/wake-up services for the men. We thank all of those amazing people who helped make the Phinney Ridge Winter Shelter a great success during the winter of 2017 and 2018. Along with all the groups that made PRWS a prosperous mission we would like to mention some names those who consistently worked with us: John Jarman, Ben Paul, Sarah Sleigh, Sonja Lund, Sam Wang and KapKa Cooperative School. Until we come together this year on November 1st and achieve another PRWS season let us continue to pray for the men that we have served.

All for God's glory!

Appendix: 2016-2017 Annual Meeting Minutes

Congregational Meeting Minutes (recorded by Christy Lam, confirmed by Secretary Candice Nagel)

June 25, 2017

Leadership Attending:

Leadership Team: Aaron McConkey, Trevor White, Patricia Kloster, Candice Nagel, Josh Ogazi-Norquist, Mike Nealy, Kaitlyn Pew, Bob Zurinsky

Administrator: John Jarman

Recorder: Christy Lam

Handout: *2016-2017 Annual Report*

Approximately 40 registered member attendees.

Aaron called the meeting to order and opened with prayer at 11:47am.

Aaron provided a brief overview of Robert's Rules of Order and introduced the current members of the Leadership Team (LT).

Administrator's Report

John described his role as Administrator since he started in September 2015.

John reported that Mosaic has teamed up with the Men's Shelter volunteering many hours over the season to provide over half of the total meals served. He recognized the volunteers who helped at the shelter and especially highlighted Ben Paul's contribution of 50+ nights to making meals and serving the community there.

Mosaic will remain at Emmanuel until their new facility is ready for them to move-in. There is no guarantee that they will continue to serve in the Men's Shelter when their lease ends. With that in mind, John encouraged the congregation to step up and volunteer at the shelter next season.

Staff Update

Aaron recognized Laura Martin who has served as the Ministry Teams Coordinator and will be stepping down. In her stead, Em Weissman will be the new Coordinator. Em will be on Staff bringing more energy and ideas to Congregational Care in particular.

Aaron also recognized Luke and Katie Clum who were on staff as Worship Directors. Over the past 4 years, they took on many of the administrative tasks behind the weekly worship service from coordinating musicians to evaluating the theological implication of song lyrics.

Pastor's Report

Bob provided an overview of the past year, highlighting discussions on the vision for Emmanuel, one of which centered around 'what do we do with our building?'. The congregation appointed a Building Committee that recommended that the best course of action is to sell the building and use some of those profits to develop our ministries. The conversations then transpired to 'what do we see ourselves doing for the Kingdom of God if we had more resources'.

Over a series of discussions amongst the LT and with the body as well as well a survey of the congregation, the LT has four initial convictions identified as part of the 'Kingdom Priorities'. Leadership Team members presented the context for each of the four priorities and described steps towards modeling those values within Emmanuel and the greater community.

More detail on the four Kingdom Priorities can be found in the *2016-2017 Annual Report*.

Kingdom Priority 1: Racial Justice and Reconciliation

Josh shared the basis for Racial Justice and Reconciliation as a Kingdom Value, citing Galatians 3:28 and Jesus' own experience crossing cultures and political boundaries in contrast to reality where conscious and unconscious peoples are subjected to violence and prejudice often by a social majority. Seeking that Kingdom Value requires more than thoughts, but concrete steps towards repairing injustice, embracing humility, and surrendering to God.

Josh presented on how the LT will take the following steps to model racial justice and reconciliation:

- For representation: seek partnerships and teaching from minority populations
- For connection: develop a deeper connection to our denomination and develop conversations about resources and opportunities to participate in racial understanding, justice, and reconciliation
- Formalize a ministry team on racial justice and reconciliation that can:
 - Help create a safe environment
 - Provide educational resources for everyone
 - Encourage care for people of racial or ethnic minority background
 - Have regular feedback about services and care for all members
 - Advise the LT

The ministry leader of the Racial Justice and Reconciliation Team will be appointed by the LT and will operate the ministry, developing relations within the body and liaison with the LT at least once a month. Members will be invited to the ministry team and work with the lead, meeting at least once a month. The Racial Justice and Reconciliation Team will be allotted \$600 for supplies and operating costs.

The LT has appointed Gina Ogazi-Norquist as ministry leader of the Racial Justice and Reconciliation Team, and Josh Ogazi-Norquist will be a liaison between the new ministry and the LT.

Gina presented immediate next steps to the congregation. She anticipates forming a team initially with 3-4 people who have had experience in these types of discussions. From there the team will coordinate efforts for the whole church.

Bob and the LT lay hands and prayed for Gina and the future Racial Justice and Reconciliation Team.

Kingdom Priority 2: Worship and the Christian Story

Kaitlyn presented the Worship of God and Teaching the Christian Story value as the conviction of embracing the story of Jesus with members and newcomers from around the neighborhood and the greater community. Sunday services have been a humble affair and will continue in that tradition rather than transforming it into an attraction, but how we can also exemplify this kingdom value is:

- Inclusion of different types of worship and prayer
- Inviting guest speakers
- Create programs to welcome new people
- Developing and growing a Children's ministry (which started in May)
- Establish a consistent start time
- While usher and greeting teams are in place, everyone should also take the first step to welcome new guests
- Start a welcoming program with a welcome committee leader and point of contact to invite newcomers to community dinners
- Continue to offer small group opportunities.

Kingdom Priority 3: Care for the Poor and Marginalized

Candice described care as healing and wholeness for all people, as reflected in Jesus ministry to restore and focus on the marginalized. This is a value where we see our largest budget increase as a result of creating a budget specifically for outreach.

Aaron reported that the budget increased from \$2,000 to \$10,000 to experiment with a venture capital type of approach where any individual or groups of individuals with a passion can use the money for their operations whether it is a short term, long term, or one-off project.

The Finance Team will have a process and criteria in place shortly and the LT will provide regular updates on the fund.

Kingdom Priority 4: Following the Way of Jesus

Mike spoke on Emmanuel's commitment to follow the ways of Jesus choosing to submit to his teachings and measuring our work and methods by His example.

Budget

Patricia introduced the proposed 2017-18 Budget drafted by Finance Team (FT) which consists of Luke Clum, Chris Kyle, Aaron McConkey, and John Jarman.

Patricia noted that while the proposed budget contains increased spending it also sees increased income and giving. Giving is projected to be approximately \$70,000 while rental income is around \$301,000. Four new ministry teams have been added with a starting budget of \$600 and about \$10,000 has been reserved for outreach ministry.

Mary Kenngott: *What are the prospects of replacing Mosaic's rental income?*
Bob: *Churches of the same size have approached us.*

Trevor called to vote on the 2017-18 budget. Chris Kyle seconded the motion. At this time the attendees voted by ballot. Budget approved.

An announcement was made that there will be congregational lunch meetings beginning this summer.

Nominating Committee

Patricia announced that Trevor White and Candice Nagel will be stepping down from the LT. She thanked Trevor and Candice for their service over the last 3-6 years.

The Nominating Committee (consisting of Hayley Reed, Betty Mulligan, Bob Zurinsky, Candice Nagel, and Trevor White) brought forth their recommendation of Marilynn Moritz and Hayley Reed to serve on the LT. Marilynn has served on the LT and stepped down after her first term in 2014. Hayley is a newer member and has been engaged in many ministries at Emmanuel.

Luke Clum called to vote on Leadership Team members. Holly Prairie seconded the motion.

After counting the ballots, Marilynn Moritz and Hayley Reed were confirmed as new LT members. Mike Nealy will serve a second term on the LT.

Aaron also quickly introduced Gabe Pollack, the new Facilities Manager who has been with Emmanuel for the past 9 months.

Trevor closed with prayer.

Meeting adjourned at 1:13pm