



Office for  
Transition  
Ministry

# Ministry Portfolio

*Full Portfolio (last updated Jun 2, 2022)*

## St. Francis, Palos Verdes Estates, Los Angeles

2200 Via Rosa, Palos Verdes Estates, CA 90274, United States

Contact:

Rector / Vicar / Priest-in-Charge | Receiving Names until 07/14/22.

[tdiscavage@ladiocese.org](mailto:tdiscavage@ladiocese.org)

Weekly Average Sunday Attendance (ASA)	Number of Weekend Worship Services	Number of Weekday Worship Services	Number of Other per Month Worship Services
80	2		1
Current Annual Compensation	Cash Stipend	Housing / Rectory Detail	Utilities
SECA reimbursement	Compensation Available for New Position	Housing Available for	Pension Plan
	\$96050		<b>We're in compliance with CPF requirements.</b>
Healthcare Options	Dental	Housing Equity Allowance in budget	Annual Equity Amount
Full family	Yes		
Vacation Weeks	Vacation Weeks Details	Continuing Education Weeks	Continuing Education Weeks Details
One month, including 5 Sundays (standard)		2 (standard)	
Continuing Education Funding in budget	Sabbatical Provision	Travel/Auto Account	Other Professional Account
\$1001-\$2000/year	Yes		Yes

*The compensation package is negotiable with finalists and based on qualifications .*

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Describe a moment in your worshipping community's recent ministry which you recognize as one of success and fulfillment.

St Francis was quick to react to the COVID pandemic in March 2020. With limited personnel, we initially live-streamed our worship with a phone duct-taped to a tripod. In the following months, we purchased new equipment and now have full live-streaming capability at our 10:00 service. We also use this technology at special events such as our History Day meeting. Throughout this journey, we sought to include the whole worship community in addition to clergy and technology ministers. Readers would participate on Zoom and, later, pre-record their readings and the Prayers of the People. Our music team produced numerous virtual choir videos. Laity and clergy led online morning prayer and compline three times per week. We also provided online coffee hours and interactive Sunday School curriculum to our families with children. This live-streaming ministry allowed St Francis to maintain continuity of worship and community. We served people from other congregations whose churches had closed, and we were able to reconnect with parishioners who had left the Los Angeles area and could once again worship with us.

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How are you preparing yourselves for the Church of the future?

Like many congregations, St. Francis is aware of its challenges as the membership ages and the position of church, and faith in society, changes. Key issues include how to attract and connect with families in a world where attending Sunday services clashes with sports and other events, and how to help people make sense of Christianity in a rapidly changing, and increasingly arduous world. There is currently no formal working group or plan in this space, but there is an ongoing history of experimenting with new ideas. As St. Francis often sees things in terms of community, what often comes to the fore is the question "How can we connect to more people?" We are open to trying new things, often led by lay leadership. Some efforts, Taizé for example, have become a permanent part of our world offering a different way to worship. Other efforts such as Jazz Vespers, have their own season, and provide unique avenues for spiritual development. St. Francis will continue to search for new ways to connect, new ways to "Love God, Love Others, and Serve the World". We have a concerned, motivated, and entrepreneurial congregation that is willing to take on, and try out, new ways of living and serving as we move into the future.

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Please provide words describing the gifts and skills essential to the future leaders of your worshipping community.

Relevant Preaching; Pastoral Shepherd; Mentoring Leader; Community Connector

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Describe your liturgical style and practice for all types of worship services provided by your community.

St. Francis provides traditional worship using the Book of Common Prayer. We use Rite I in the Chapel at 8:00 a.m. and Rite II at the family friendly service in the main Church at 10:00 a.m. We appreciate the creativity of our clergy who periodically enhance our 10:00 worship using resources such as Enriching our Worship and prayer books from the broader Anglican tradition. Our music includes a variety of contemporary and cultural musical styles in addition to traditional hymnody. Our weekly Prayers of the People incorporate petitions drawn from the readings, current events, and parish concerns. The sermons focus on Jesus Christ and application of the scripture to daily life. While the parishioners are naturally aware of the issues going on outside the Church (we recently made a significant donation to the Episcopal Relief & Development for Ukraine Relief), there are no “politics in the pulpit” as it is inherently divisive. Our organist plays at both services and is joined by a wonderful lay choir, led by our Music Director, at the 10:00 a.m. Nursery care and Sunday school for our pre-K through fifth grade children is offered in parallel with this service.

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How do you practice incorporating others in ministry?

St. Francis has a vibrant, active lay ministry that welcomes participation by all. Our lay led Ministry Council oversees efforts in adult Christian formation, childhood education, fellowship, fundraising and outreach. We have a thriving Lay Eucharistic ministry that serves our homebound members, a monthly Taizé Service of healing and wellness, and worship service support including vergers, chalice bearers, lay readers, ushers, acolytes, and an intercessory prayer team. Additionally, we run several fundraising programs such as our annual ECW Fundraising Gala, Scholarship Fundraiser and Rummage sale which are entirely volunteer led and staffed. Our middle-school and high-school youth support a local homeless breakfast each month. Our Friars men’s group supports fellowship events such as our Get Connected Sunday, Mother’s Day, St. Francis Day, and our Lenten Supper series with their culinary skills. Church members are welcome to get involved in existing ministry efforts or create new ways of serving. We recently created a clothing donation program for a local homeless support organization and a relationship with Habitat for Humanity.

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As a worshipping community, how do you care for your spiritual, emotional and physical well-being?

St. Francis is a focal point for meeting the spiritual and emotional needs of its parishioners and, to a lesser extent, their physical needs. The Church is a loving, inclusive community and the rector maintains an open-door policy. The approach of our clergy has been, “You are not interrupting our work – you are our work.” Our dedicated Prayer Chain group has lifted up the spiritual support requests of our community for over 30 years. Currently a meditation group meets weekly to provide guided mindfulness sessions to those wishing to experience a Christian based practice. As needed, bereavement groups have been created to provide support and healing for those dealing with loss and grief. A core group of faithful parishioners is always willing and able to serve voluntarily in whatever capacity to support their fellow parishioners and to help the Church meet these needs.

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How do you engage in pastoral care for those beyond your worshipping community?

For over 10 years, a group of dedicated parishioners helps feed the homeless at St. Luke's Episcopal Church in nearby Long Beach, California. The group supports this ministry by serving breakfast, collecting, and donating needed items such as towels and coats, distributing clothing, and helping with program administration on Saturday mornings, six times during the year. We are scheduled to meet with representatives of Harbor Inter-Faith Shelter in San Pedro, California, to discuss a resumption of our relationship, which was suspended in 2020 because of COVID. Our parish regularly held clothing drives for items such as underwear, socks, school supplies, and backpacks to provide to the homeless population via Harbor Interfaith. St. Francis also has two active women's guilds, in addition to the ECW, that focus on community outreach efforts.

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Describe your worshipping community's involvement in either the wider Church or geographical region.

The church has held a monthly evening Taizé healing service for many years. It is well-attended, not only by parishioners, but also by residents of the South Bay community who appreciate its spirituality. Additionally, the Church actively supports our military overseas with a bi-annual care box packing event with participation from local school service groups. St Francis also hosts a variety of outside groups including Alcoholics Anonymous, yoga, a cooking class for disabled students, and a needlework organization. St. Francis has regularly supported seminarians which has mutually benefitted the students and the church. We currently have a relationship with a local deacon at the Episcopal Retirement community in our area and she regularly joins our Sunday worship services assisting our rector and providing occasional sermons. Finally, St. Francis has leased out its Education Building to the Town & Country Nursery School for over twenty years. The school is a premier pre-school in the local area and provides developmentally supportive education and social skills to children five days a week, including a summer program.

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Tell about a ministry that your worshipping community has initiated in the past five years. Who can be contacted about this?

Over the last five years, our Ministry Council leader collaborated with other parishioners and the priests of the Church to prepare an annual Lenten Devotional booklet. Approximately forty parishioners are given the lectionary texts and each person writes a reflection as to what a particular passage means to him or her. The Ministry Council Leader and the priest edit the reflections and the completed booklet is distributed to the Parish at the beginning of Lent. The booklet has been enthusiastically received by the congregation each year and we believe this experience enhances the spiritual devotion of those who submit reflections, as well as those who read them. Additionally, two to three times a year, St. Francis runs a lay-led adult Bible study class. This group was created about three years ago and is, typically, four to five weeks in length. These classes focus on a particular book of scripture or a Bible narrative, such as looking across the different gospels. Group size runs between 15 to 20 participants for each session. These classes are often lay led, but clergy sometimes lead or regularly participate.

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What is your practice of stewardship and how does it shape the life of your worshipping community?

One aspect of “stewardship” focuses on the annual Fall campaign to collect pledges from parishioners for the succeeding year. This important phase encourages financial commitments on behalf of our members so the Church may plan programming for the following year. However, the financial aspects of “stewardship” do not run the Church. The Stewardship campaign emphasizes the value of so many parishioners who contribute their time and their talents to serve the Church in the many additional ways that make the Church a wonderful place of worship.

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What is your worshipping community's experience of conflict? And how have you addressed it?

St. Francis has been blessed by having avoided major conflicts or congregational splits over the years. Of course, as in any community, conflicts do arise. These have tended to be contained, and we've seen nothing that has split the congregation into hard camps. The conflicts that do arise are typically seen as pastoral issues and have been resolved by talking, and working together, to find agreeable compromises. In the past two years, there has certainly been a wide spectrum of views on how the pandemic should be managed, but this has not led, as it has in many places, to open conflict. Clergy and Vestry have sought to find approaches that accommodate the views and desires representative of all sections of the community, and the community itself has been willing to compromise, even when they don't necessarily agree with decisions.

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What is your experience leading/addressing change in the church? When has it gone well? When has it gone poorly? And what did you learn?

St. Francis experienced notable change during the past two years. Pandemic aside, we have celebrated retirements of our rector and church secretary and relocations of our Coordinator of Shared Ministries and Youth Group Director due to family and business requirements. While these are all wonderful life changes for our beloved staff, change is always challenging. Despite this, St. Francis is still St. Francis, and the fellowship and community of the congregation provides needed continuity. This sense of being a parish family is important to us and serves us well. We have found that addressing change openly and with transparency fosters trust and understanding within our community. Regular written communication via our weekly e-news, open forums to express concerns and ask questions, and weekly updates as appropriate during our Sunday announcements, keeps everyone informed. As noted earlier, our staff maintains an open-door policy and welcomes communication. This approach allows St. Francis to thrive in our dynamic environment.

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### Prior Incumbents

Name	Position Title	Date Begun	Date Ended
Paula Vukmanic	Rector / Vicar / Priest-in-Charge	2016-03	2021-01

Name	Position Title	Date Begun	Date Ended
Sarah Phelps	Rector / Vicar / Priest-in-Charge	2008-12	2015-01

Name	Position Title	Date Begun	Date Ended
Dean Farrar	Rector / Vicar / Priest-in-Charge	1993-02	2006-12

*All interested candidates to submit; Letter of Interest, current CV/Resume and updated OTM to The Rev. Cn. Thomas Quijada-Discavage at [tdiscavage@ladiocese.org](mailto:tdiscavage@ladiocese.org). Parish Profile available at: <https://drive.google.com/file/d/1OOhJJBmPyIOY0IyY-qxU0UxV0bHebLGJ/view?usp=sharing>*

Church School <b>Yes</b>	Number of Teachers/Leaders for Children School	Number of Students for Children School
	<b>2</b>	<b>5</b>

Number of Teachers/Leaders for Teen/Young Adults School	Number of Students for Teen/Young Adults School	Number of Teachers/Leaders for Adults School	Number of Students for Adults School
<b>1</b>	<b>5</b>	<b>2</b>	<b>20</b>

Day School	Number of Students for Day School	Number of Teachers for Day School	Number of Total Staff for Day School
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(last updated Jun 2, 2022)

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Worshipping Community Web site: [www.stfrancispalosverdes.org](http://www.stfrancispalosverdes.org)

Media Links:

- > <https://www.facebook.com/stfrancispalosverdes>
- > <https://www.instagram.com/saintfrancisepiscopal/>

Online References:

- > <https://www.youtube.com/c/St.FrancisEpiscopalChurchPalosVerdes>

Languages Significantly Represented:

**English**

Provide Worship or Classes in:

**English**

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### References

Bishop:

**The Rt. Rev. John Harvey Taylor**

[jtaylor@ladiocese.org](mailto:jtaylor@ladiocese.org) 213-482-2040

Diocesan Transition Minister

**The Rev. Cn. Thomas Quijada-Discavage**

[tdiscavage@ladiocese.org](mailto:tdiscavage@ladiocese.org) 323-350-7675

Current Warden/Board Chair

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