

## Bay of Quinte "Structures and Boundaries " Questionnaire

Thank you for answering this questionnaire, which is being sent to all Presbyters in the Conference. The responses that you provide are important. They will be compiled with those of the others who reply both within each Presbytery and across the Conference. When the responses are compiled the "Structures and Boundaries " Committee is certain that the members will have a much better understanding of perceptions of how efficient and effective the Conference is -- and ideas for how it can improve. A few minutes of your time now will have a significant impact on decisions and recommendations that the Structures and Boundaries group will be making.

As you read the questionnaire you may find two headings that are unfamiliar to you. The Structures and Boundaries Committee are applying a widely-used analytical technique called SWOT used in studying organizations. It assesses what's going on outside the organization in terms of **Opportunities** "out there", and what's happening that is a significant **Threat** to the organization's viability. The analytical technique also looks at the **Strengths**, in order to see how best to take advantage of them, and its **Weaknesses**, in order to figure out ways of fixing them.

### 1. Instructions

- (a) You will find both checklist questions and brief spaces for written answers. Feel free to augment the checklists with your own items, and please provide short written answers in point form. If you wish to write more than the space provides for, please continue on the back of the pages, indicating by reference which questionnaire item(s) you are addressing.
- (b) In a number of the questions that follow you will be asked to make two assessments for each item. The first will be with respect to priority, and the second will be with respect to how well you think that the Conference, Presbytery and Pastoral Charges are doing at present.
- (c) When you have completed the questionnaire please return it to:
- (d) When reviewing the questions and considering your answers we ask that you keep the following in mind: beyond the tasks that "The Manual" requires Conference to do, what can Conference do best and what can the Presbyteries and Pastoral Charges do best? (An attached reference document is attached which provides detailed information about the current Conference and Presbytery responsibilities).

### 2. Demographics

Name of Presbytery: \_\_\_\_\_

Are you a lay member \_\_\_\_\_ or Ministry Personnel \_\_\_\_\_ ? ( Please mark as appropriate)

### 3. Opportunities and Threats

Please list what you consider to be the five most important opportunities and threats that you believe are facing the United Church today that are within the power of the Bay of Quinte Conference, Presbyteries and Pastoral Charges to address?

#### Opportunities

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#### Threats

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#### 4. Bay of Quinte Conference strengths and weaknesses

The Structures and Boundaries task force has identified the following as possible strengths and weaknesses of the Bay of Quinte Conference. Please indicate whether you agree or disagree, add any other strengths and weaknesses that you think apply, and any suggestions that you have to make the most of the strengths and improve the weaknesses.

Strengths	Agree	Disagree	Suggestions on how to best use the strengths
<ul style="list-style-type: none"> <li>Concentration of resources: allows a roster of professional and volunteer experts for committee work, consultation and workshops</li> </ul>			
<ul style="list-style-type: none"> <li>Link with General Council</li> </ul>			
<ul style="list-style-type: none"> <li>Source of information, communication, networking</li> </ul>			
<ul style="list-style-type: none"> <li>Resources for large-scale organization of such things as the Annual Meeting, workshop series at Presbytery and Pastoral Charge levels</li> </ul>			
<ul style="list-style-type: none"> <li>Other – (Your Suggestions)</li> </ul>			
<ul style="list-style-type: none"> <li>Other</li> </ul>			
<ul style="list-style-type: none"> <li>Other</li> </ul>			
<ul style="list-style-type: none"> <li>Other</li> </ul>			

Weaknesses	Agree	Disagree	Suggestions on how to fix the weaknesses
<ul style="list-style-type: none"> <li>Conference activities and support of Presbyteries / Pastoral Charges not well known</li> </ul>			
<ul style="list-style-type: none"> <li>Conference activities and support of Presbyteries / Pastoral Charges not considered sufficiently beneficial</li> </ul>			
<ul style="list-style-type: none"> <li>Undue dependency on Conference support leads to declining local knowledge, taking of appropriate responsibility</li> </ul>			
<ul style="list-style-type: none"> <li>Communication and networking are not working very well</li> </ul>			
<ul style="list-style-type: none"> <li>Other – (Your Suggestions)</li> </ul>			
<ul style="list-style-type: none"> <li>Other</li> </ul>			
<ul style="list-style-type: none"> <li>Other</li> </ul>			

**5. Who does what best?**

On the following two pages there is a list of activities that together support our ministry. Please indicate your views as to which of Conference, Presbyteries and Pastoral Charges are best positioned to do them. Where you indicate Presbyteries and Pastoral Charges, then assess whether you think that Conference should support the activities; if so, how well it is doing now, and how it can improve.

Activity	Best done by:			If best done by Presbytery or Pastoral Charge, how can Conference best support it?
	Conf.	Presb.	Past. Chge	
Support youth ministry				
Support Ministry Personnel				
Education - Mission				
Education - Stewardship				
Education - Spiritual Nourishment				
Education - Specialized skills				
Support to congregations				
Visioning and strategic practice				
Extra Measures				
Pastoral Relations				
Church Development & Evangelism				
Pastoral Oversight				
Social Issues, local and global				

Activity	Best done by:			If best done by Presbytery or Pastoral Charge, how can Conference best support it?
	Conf.	Presb.	Past Chge.	
Leadership development				
Worship				
Pastoral Care				
Networking				
Conflict Resolution				
Legal responsibilities and requirements (both ecclesiastical and civil)				
Funding the work of the Church				
Faith Formation				
Other – (Your Suggestions)				
Other				
Other				

## **6. Structural Issues**

After reviewing the organization structure included in the Reference Document your responses to the following questions on structure should be your best estimate of how we should be organized to take advantage of our collective strengths and gifts in order to achieve our goals in face of the threats and opportunities that we face at our three levels of the church under consideration.

1. Do you think that the present Conference committee structure is the appropriate one to enable Conference to do its primary tasks and support the Presbyteries and Pastoral Charges in the ways you have described above? If not, what changes do you suggest?
  
2. Do you think that the present Conference staff structure is the appropriate one to enable Conference to do its primary tasks and support the Presbyteries and Pastoral Charges in the ways you have described above? If not, what changes do you suggest?
  
3. Are there any responsibilities and activities whose primary responsibility should be shifted from one of the three levels of the Church under consideration to another, and, if so, what are they?

## **7. Other comments**

Please add any other comments that you wish us to consider. Continue overleaf if you need more room.