



# Ministry Vacancy Information Packet

Unity of the Valley Spiritual Center  
Vacaville, CA

March 2025

# About the Ministry

## OVERVIEW

Unity of the Valley Spiritual Center evolved from a Study Group and was incorporated in the 1980's. We have had three long-term ministers: Rev. Vic Jenkins, Rev. Micah (Ken) Murdock, and Rev. Dalia Adams. At one time, our ministry served 170 people who attended regularly.

In the 1990's we purchased our own building then enlarged the building in 2010. During this time, we have hosted several regional conferences, community events, in-house celebrations, added a second service on Sunday, established a vibrant youth education program, and during covid pandemic started a successful online service.

Since the pandemic, we've been gradually rebuilding our membership and community outreach.

Our congregation feels like an extended family. We genuinely enjoy coming together and delight in each other's company on Sundays and special events. Putting our Love into Action is a bedrock principle of this congregation; we have a long history of participation by enthusiastic, highly motivated volunteers.



## LOCALE

Unity of the Valley Spiritual Center is in Vacaville, California. Vacaville is in Solano County, one of the nine Bay Area Counties. Our Center is about halfway between Sacramento and San Francisco/Oakland Bay Area at the junction of Highways I-80 and I-505. Our ministry serves Vacaville, Fairfield, Dixon, and Winters.

Our area is close to many recreational areas including Lake Tahoe, coastal California, nearby Lake Berryessa, and our own Lagoon Valley Recreational Area.

Vacaville has a rich past, tracing its roots to the early days of pioneers and adventurers. Throughout more than 150 years, Vacaville has maintained a spirit that embraces change yet holds to the traditions of a colorful past. We have a population of 100,000 and yet maintain a small-town atmosphere.

Generations of families have visited Vacaville’s Nut Tree area including the Factory Outlets, making it a true stopover along I-80.

Today, Vacaville is a vibrant community in one of the fastest growing areas in California. It has become home to some of the largest and most successful life-science companies in the world, including Lonza, Alza, and Chiron.

Many of Vacaville’s citizens either serve or work at the nearby Travis Air Force Base. Its location makes it one of California’s most attractive family communities.



**Proximity to Other Unity Ministries and/or New Thought Centers:**

- Unity Center of Davis - 19 miles
- Unity Center of Walnut Creek- 31 miles
- Napa Valley Center for Spiritual Living - 16 miles
- Unity of Sacramento - 35 miles
- Spiritual Life Center (Sacramento) - 46 miles
- Unity Church of Richmond - 40 miles

**Do you participate in any of the following activities? (Check all that apply)**

- Small/Spirit Group Ministries
- Community Outreach/Compassionate Social Action
- Publications
- Social media (ex: Facebook, Twitter, livestreaming, etc.)
- Other (please list) Podcast

**PEOPLE:**

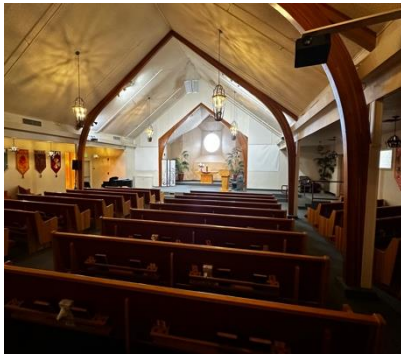
Size of mailing list: 90  
 Average Sunday attendance: 43 Adults 3 Children Year 2024,  
 January and February 2025 50+  
 Formal (voting or active) membership: 62

**Special Groups:**

- Women of Unity
- Men of Unity
- Prayer Chaplains

**Church staff/other employees:**

- Interim Minister: Rev. Dr. Micah Murdock
- Church Administrator: Marcella Mackes
- Minister’s Assistant: Warren Spayth
- Youth Ministry: Jennifer Darcangelo
- Music Coordinator: Linda Hogan
- Sound Technician: Theo Farnum



**MINISTRY SUPPORT SERVICES**

Has the ministry worked with a UWM Consultant or Transitional Specialist?  Yes  No.

Name: We leveraged UWM Member Support services in preparation to hire our new minister

Dates: August/September 2024

Workshops Given and Topics Covered: N/A

**MISSION, VISION, AND CORE VALUES**

Has the ministry developed Vision, Mission, and Core Value statements?  Yes  No.

**Mission Statement**

Transforming lives, Inspiring Growth, Creating Loving Community, Shining the Light of God

**Vision Statement**

A world powerfully transformed through shared spiritual awakening

**Core Values**

Unity of the Valley exists to teach persons of their divinity and personal experiences to assist them to develop their spiritual nature.

**What have been the three most important events in the history of your ministry?**

1. Founding of Unity of the Valley Spiritual Center, 1986
2. Purchase of original building at 350 N. Orchard Ave, 1991
3. Expansion of building, 2010

**In the last 3 years, what activities/special events in the ministry were well attended/appreciated?**

- Spring Tea/Craft Fair (Fundraisers)
- Fall Program/Book Club
- Wednesday Service/Retreats

**What does the congregation want to accomplish in the next 3 years?**

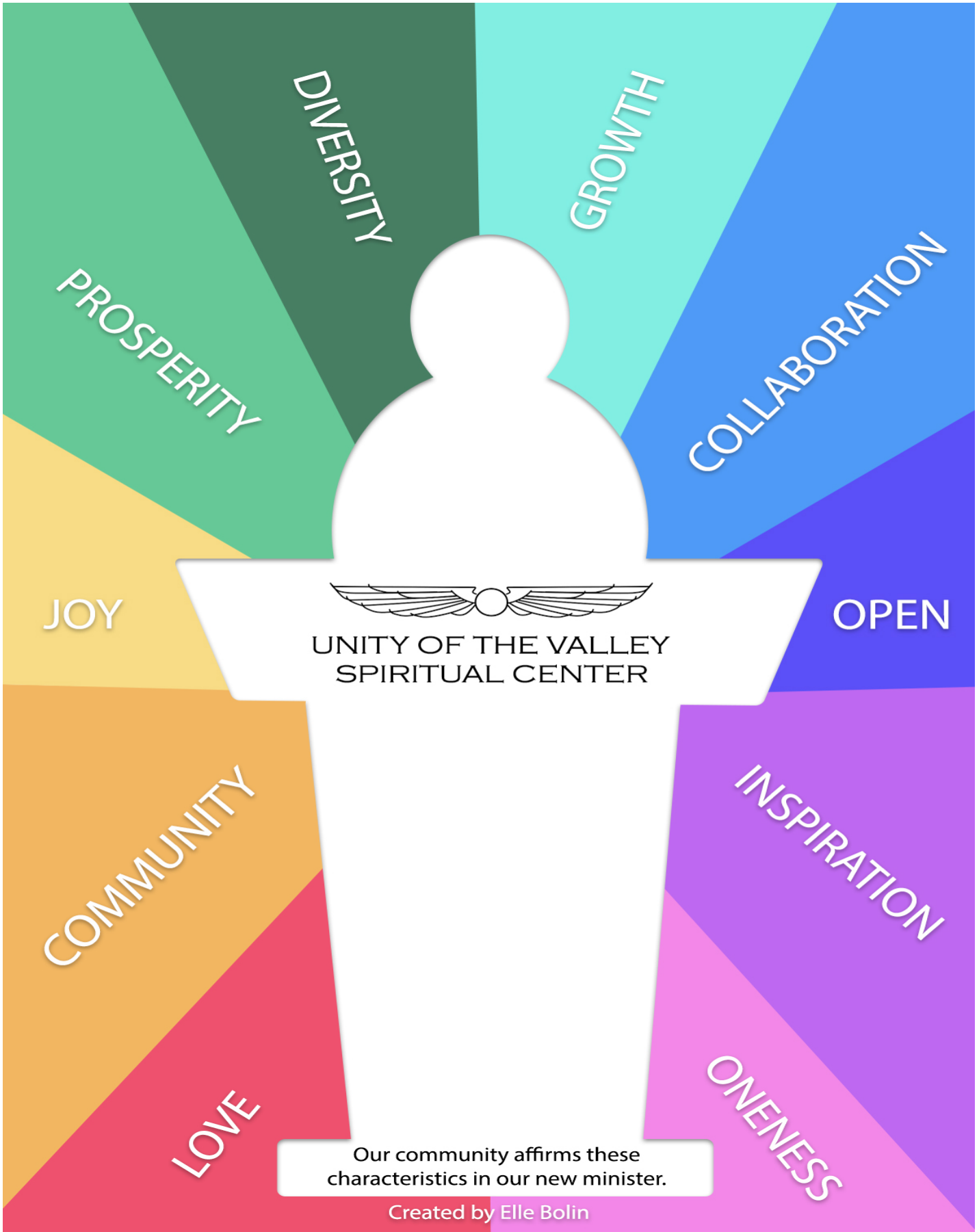
- Grow Membership
- Expand the Youth Program
- Expand Workshops and Classes
- Expand Music Program
- Hire a Senior Minister who can successfully guide the above objectives.

**INCORPORATION AND BYLAWS**

**Articles of Incorporation – Date:** September 11, 1986

**Bylaws – Date Adopted/Revised:** February 2023

Check here if your bylaws are structured in accordance with the Unity Worldwide Ministries bylaw template:  <https://www.unityworldwideministries.org/recommended-bylaws-unity-ministry>



# About the Position

## MINISTERIAL CHARACTERISTICS AND EXPECTATIONS – 1 IS TOP PRIORITY, 9 IS LEAST IMPORTANT

- 1 Building Leaders and Teams, and Empowering Others**
  - Keeps mission, vision, values, and the WHY this ministry exists current
  - Plans for continual training of leadership and volunteers, ministry growth, and outreach
  - Implements training for boards, staff, and volunteers and fosters a team-based culture
  - Plans for training and utilizing licensed Unity teachers (LUT) as an integral part of the ministry
  - Planning for building financial development strategies
  - Incorporates training for Youth & Family Ministry, youth, YOU, Next Generation
  - Develops and leads worship experiences collaboratively with others involved
  
- 2 Focus on Prayer, Meditation, Pastoral Care, Chaplaincy**
  - Demonstrates prayer consciousness and facilitates prayer & meditation classes & experiences
  - Compassionate and caring person, sensitive to others' needs and emotions
  - Focus on the pastoral care needs of the intergenerational congregation
  - Helps people develop a spiritual life and a prayer consciousness within the ministry
  - Ministers to people in crisis, offer guidance in solving problems
  - Makes hospital visits, visits shut-ins and nursing homes, prayer with members
  - Facilitates training for chaplains and utilizes chaplains within the ministry
  
- 3 Outreach into the Local Community**
  - Demonstrates a desire to engage and support the local community members
  - Compassionate and caring person, sensitive to others' needs and emotions
  - Community Organizer skills to coordinate with multiple volunteers and outside organizations
  - Problem solver who recognizes the third option, shows persistence, and follow through
  - Negotiates and/or compromises, seeking the highest outcome for all involved
  - Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
  - Compassionate listener and deals effectively with different points of view
  
- 4 Working with a Specific Group (Kids, teens, seniors, men, women, LGBTQ, etc.)**
  - Maintains confidentiality, understanding the laws around mandated reporting
  - Helps people of all ages develop a spiritual life and a prayer consciousness within the ministry
  - Models and teaches open attitudes with a diverse population
  - Ministers to individuals and families in crisis, offer guidance in solving problems
  - Act as a resource to additional community and support services
  
- 8 Spiritual Social Activism**
  - Invites others to become involved and is a team player
  - Models and teaches open attitudes, active listening, and tolerance with a diverse population
  - Consciously educates themselves and others on the topic
  - Maintains a respectful presence regarding spiritual social activism
  - Helps to develop an inclusive consciousness within the ministry
  
- 9 Audio/Visual(A/V) Technology Acumen**
  - Adept with a variety of A/V technologies to enhance the overall worship experience
  - Skilled in the use of virtual meeting applications (Zoom, WebEx, Meet, Teams, etc.)
  - Demonstrated success in delivering virtual and hybrid presentations and training
  - Embraces the use of social media platforms (Facebook, Twitter, Instagram, etc.) in support of the ministry's mission, vision, and values.

- 7 Environmentalism**
  - Knowledgeable of and proficient in environmental awareness for this geographic location
  - Compassionate and caring person, sensitive to the environment and connection to the planet
  - Community Organizer skills to coordinate with multiple volunteers and outside organizations
  - Problem solver who recognizes the third option, shows persistence, and follow through
  - Negotiates and/or compromises, seeking the highest outcome for all involved
  - Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
  - Compassionate listener and deals effectively with different points of view
  
- 6 Health & Wellbeing**
  - Knowledgeable of and proficient in health, healing, exercise & nutrition
  - Compassionate and caring person, sensitive to the mind-body connection
  - Community Organizer skills to coordinate with multiple volunteers and outside organizations
  - Problem solver who recognizes the third option, shows persistence, and follow through
  - Negotiates and/or compromises, seeking the highest outcome for all involved
  - Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
  - Compassionate listener and deals effectively with different points of view
  
- 5 Administration**
  - Knowledgeable of and proficient in applying ministry bylaws, policies, and procedures
  - Proficient in executing fiduciary responsibilities, developing prosperity awareness, and maintaining a balanced budget
  - Follows office management best practices and use of office systems (software)
  - Empowers staff and volunteers, delegates well
  - Implements training for boards, staff, and volunteers and fosters a learning culture

**Other specific qualities, experiences, leadership skills, vision, etc., you are seeking not already addressed:** We are looking for a joyful minister who embodies the above characteristics.

**SPIRITUAL EXPERTISE AND EDUCATIONAL ACUMEN**

**1. Ministry Location.** Place an “X” next to the primary location of the ministry’s current demographic. (Select one)

- x In-person**
- [\*click to rate\*](#) **Online**
- [\*click to rate\*](#) **Hybrid**

**2. Ministry Type.** Place an “X” next to the description that best describes this ministry. (Select one)

- x Congregation-Based**
- [\*click to rate\*](#) **Community-Based**
- [\*click to rate\*](#) **Service-Based**



**3. Age Groups.** Please identify the TOP THREE age groups in which your ministry is focused. Rank your top three in order: 1, 2, and 3 with 1 being your top age demographic group.

- |   |             |                               |                      |
|---|-------------|-------------------------------|----------------------|
| 1 | 70's and up | <a href="#">click to rate</a> | 20's & 30's          |
| 2 | 50's & 60's | <a href="#">click to rate</a> | Teens & Young Adults |
| 3 | 30's & 40's | <a href="#">click to rate</a> | Kids & Families      |

**3. Interests/Area of Expertise:** Please identify the TOP THREE areas of expertise needed from the incoming minister. Rank your top three in order: 1, 2, and 3 with 1 being your strongest area of need/focus.

- |                               |   |
|-------------------------------|---|
| 1                             | Sunday Services                         |
| 2                             | Prayer & Meditation / Pastoral Care     |
| <a href="#">click to rate</a> | Spirit Groups                           |
| 3                             | Development and Facilitation of Classes |
| <a href="#">click to rate</a> | Outreach in the Community               |
| <a href="#">click to rate</a> | Earth Care                              |
| <a href="#">click to rate</a> | Interfaith & World Religions            |
| <a href="#">click to rate</a> | Current Trending Spirituality           |

**4. Spiritual Expertise and Educational Acumen:** Please identify the TOP THREE areas of expertise needed from the incoming minister. Rank your top three in order: 1, 2, and 3 with 1 being your strongest area of need/focus.

- |                               |                               |
|-------------------------------|-------------------------------|
| 1                             | Unity Foundational Teachings  |
| 2                             | Bible and Metaphysics         |
| <a href="#">click to rate</a> | Fillmore (only)               |
| <a href="#">click to rate</a> | Classic Unity Authors         |
| 3                             | New Thought Authors           |
| <a href="#">click to rate</a> | World Religions               |
| <a href="#">click to rate</a> | Current Trending Spirituality |

## **POWER OF FOCUSED MINISTRY**

### **WHO does this ministry serve?**

Our ministry serves the wider area of Solano County including neighboring cities of Fairfield, Dixon, and Winters, and we are the only New Thought Center within a thirty-minute drive. We offer an alternative to those dissatisfied with institutionalized religion. We engage with the surrounding community by offering social and spiritual events and we seek to tithe 10 percent of our offerings to local charities and other groups. We are an inclusive ministry and welcome all individuals who are seeking a practical, joyful, and loving path to spiritual growth.

### **WHY do you exist as a ministry?**

We passionately believe in our Mission Statement:

Transforming lives, inspiring growth, creating loving community and shining the love of God.

### **What demographic resonates to the answer of your WHY question?**

All demographics including multi-generational, LGBTQIA+, former members of institutionalized religions, every ethnicity and race, are drawn to our joyful message that the Christ spirit exists in every individual. We exist for everyone who respects and honors the Truths of all religions, in all cultures

### **Describe your vision of the perfect ministry.**

Our perfect ministry is an energetic, joyful, loving community. We are an inclusive, ever-evolving ministry where children and adults are spiritually fed. With our minister as our guide, we learn the practical application of our Unity principles. Our Sunday celebrations provide inspiring messages and uplifting music. Our center powerfully transforms our world through shared spiritual awakening.

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**Vacancy Fill by Date: July 1, 2025**

**Proposed Salary: \$55,000-\$70,000 Full-Time**

NOTE: We are open to full-time but will consider nearly full-time experienced minister.

**Moving Expenses: Negotiable**

**Additional arrangements, benefits, insurance, etc.:** Negotiable

**Housing market, school districts, etc., in your locale:**

VUSD serves nearly 12,500 students from 18 schools and is highly regarded in Northern California. VUSD works to achieve the mission of providing academic excellence and choices that encourage unique and individualized learning experiences. Students are exposed to college and career readiness opportunities that give direction and purpose after graduation. Our membership at Unity of the Valley includes many former and current teachers.

<b>Vacaville Unified School District:</b>	<a href="http://www.vacavilleusd.org/">www.vacavilleusd.org/</a>
<b>City of Vacaville:</b>	<a href="http://www.cityofvacaville.gov/">www.cityofvacaville.gov/</a>
<b>Zillow-Rental Information:</b>	<a href="http://www.zillow.com/vacaville-ca/rentals/">www.zillow.com/vacaville-ca/rentals/</a>
<b>Zillow-Housing Market:</b>	<a href="http://www.zillow.com/home-values/41446/vacaville-ca/">www.zillow.com/home-values/41446/vacaville-ca/</a>
<b>Visit Vacaville:</b>	<a href="http://www.visitvacaville.com/">www.visitvacaville.com/</a>

**Additional Comments:**

Our new minister will be a joyful person, with a good sense of humor, who easily connects with others. This person will empower our congregation to bring its ideas, energy, and creativity to our community. Our new minister will encourage diversity and offer talks that draw upon different faith traditions that teach the practical application of Truth in our lives.

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## Release of Information Authorization

I, the Board President of Unity of the Valley Spiritual Center \_\_\_\_\_ on behalf of

the Board of Trustees, authorize ministerial applicants to obtain any pertinent information regarding ministry history from the permanent ministry file in Unity Worldwide Ministries' home office.

Phyllis Flemings  
Board President

A handwritten signature in black ink, appearing to read "Phyllis Flemings", is written over a horizontal line.

Click or tap here to enter text.  
Date

March 9 2025