



Office for  
Transition  
Ministry

# Ministry Portfolio

*Full Portfolio (last updated Feb 12, 2024)*

## St. Francis-in-the-Fields, Somerset, Pittsburgh

2081 Husband Road, Somerset, PA 15501, United States

Contact:

Rector / Vicar / Priest-in-Charge

[kkarashin@episcopalpgh.org](mailto:kkarashin@episcopalpgh.org)

Weekly Average Sunday Attendance (ASA)	Number of Weekend Worship Services	Number of Weekday Worship Services	Number of Other per Month Worship Services
22	1	1	
Current Annual Compensation	Cash Stipend	Housing / Rectory Detail	Utilities
SECA reimbursement	Compensation Available for New Position	Housing Available for	Pension Plan
			<b>We're in compliance with CPF requirements.</b>
Healthcare Options	Dental	Housing Equity Allowance in budget	Annual Equity Amount
<b>Negotiable</b>	<b>Yes</b>		
Vacation Weeks	Vacation Weeks Details	Continuing Education Weeks	Continuing Education Weeks Details
<b>One month, including 5 Sundays (standard)</b>		<b>2 (standard)</b>	
Continuing Education Funding in budget	Sabbatical Provision	Travel/Auto Account	Other Professional Account
<b>up to/including \$500/year</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

*Seeking shared (50/50) full-time priest with St. Mark's, Johnstown.*

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

Each summer the local food pantries are canvassed and those with food insecurity are invited to a free Community Dinner featuring chicken barbecue provided by the parishioners and served on our grounds. This annual event was begun by our parish in 2013. During the first year of the pandemic, we were unable to host this event; however, the following year we followed the model used by many restaurants - contactless drive-by pick up -- with great success. We returned to in-person dinner & fellowship in 2022, and 2023 saw us serving 100 individuals from our community. A benefit of providing this during the summer is that children eligible for subsidized lunches during the school year are part of those we reach. The hiatus caused by the Covid pandemic highlighted the importance of this ministry, and we are grateful to be able to once again offer this ministry.

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

St. Francis in the Fields began to provide virtual services using WebEx for our congregants during the Covid-19 Pandemic. We invested in the hardware and software, as well as broadband connectivity, to be able to offer this outreach option to our congregants. We continue to live stream our services for parishioners who are not able to attend in person. The services are also recorded and then made available through the parish YouTube channel. St. Francis also hosts a parish website, maintains a parish Facebook presence and distributes a weekly e-newsletter. Each of these allows us to connect with members of our parish family as well as the community beyond our church doors, moving us one step closer to the "Church of the Future."

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

community engagement, Communicates Well, shares passion, welcomes innovation

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

St. Francis' liturgical style is Traditional. There is one service on Sunday that celebrates Rite 1 from the Book Common of Prayer. Hymns from the 1982 Hymnal are accompanied by piano or organ music. We also celebrate: • Morning Prayer - 11 am on Fridays. • Ash Wednesday - Eucharistic Service with Imposition of Ashes. • Holy Week - Maundy Thursday & Good Friday liturgies at 7 p.m. Stations of the Cross is generally done during this week either on Wednesday or Friday. • All Saints - Eucharistic Service with reading of the Necrology. • Thanksgiving Eve - Evening Prayer • Lessons and Carols - Third or Fourth Sunday of Advent. Members volunteer to read lessons or provide special music. The service is followed by the Parish Advent Dinner.

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How do you practice incorporating others in ministry?

Parish services are supported by the members, who serve as lay readers, acolytes, organist/choir director, substitute pianists, and choir members. Altar flowers and Christmas/ Easter potted flowers are donated by parish members or supported by the parish budget. A weekly Fellowship/Coffee Hour is coordinated and provided by the parish members. St. Francis members are active in the community. We give our time and talents to organize events for the community, including an ecumenical Vacation Bible School each summer and a free Community Dinner. We also have an active group who participate in the Beloved Community, sponsored by the Pittsburgh Diocese. Others give their time to prepare and distribute to those in need (Women & Children's Shelters) Grateful Heart Purses filled with personal care items.

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

The parish engages in multiple "in-reach" activities for this purpose. • Weekly post-Worship Coffee Hour/Fellowship • Group-texts to share joys, prayer concerns and needs • "Food Trains" to provide meals for ill members • Our Episcopal Church Women group hosts annual programs to encourage spiritual, emotional, and physical well-being. The 2022 theme of Self-Care was encouraged by presentations on prayer, mind-body balance, service to others, learning, aligning with nature, nurturing hope and giving/receiving love. • Parish outings to the theater or local restaurants. • Weekly prayer list that includes those experiencing diminished well-being or the joys of a birthday or anniversary.

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

St. Francis congregants and the ECW provide financial support and serve as teachers/assistants for a community Vacation Bible School each summer in conjunction with the local UCC congregation. Our Episcopal Church Women organization spearheads many of our outreach activities: - Faith in action is evidenced by our homebound ministry; honoring veterans; Meals on Wheels dessert provisions; and the sponsorship of two World Vision orphans. - Each Easter Saturday, an Easter Egg Hunt and children's service is held on the parish grounds. - We also participate in MLK Day of Service by preparing meals for Next Step Center residents and Habitat for Humanity workers. - Our Grateful Purse project provides gently used purses filled with personal care items and necessities for those in need. - The United Thank Offering is collected twice each year. - Every year a theme for the ECW is chosen and outreach programs are matched to the theme. Frequently, the monthly speaker's charity (such as Dolly Parton's Imagination Library) is the recipient of funds donated to them by the ECW.

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

We participate in the Annual Convention of the Episcopal Diocese of Pittsburgh through our elected delegates. Our parish also participates in the special festivals and rites hosted by the diocese, such as the consecration of our new Bishop in 2021. We have an active group who participate in the Beloved Community, and previously Sacred Ground, sponsored by the Pittsburgh Diocese. The women of the parish have been active participants in the diocesan ECW and UTO Ingathering.

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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?

St. Francis' ECW initiated the Grateful Heart Purse Project in 2019. This involves filling gently-used donated purses with personal care items such as shampoo, soap, deodorant, toothpaste, etc. and delivering the purses to clients staying in 3 local shelters: The Next Step Center, the Women's Help Center and Victim Services. When possible, donations to The Patriot (assisted living facility) and needy families and school children in the area are also provided. The Parish Family fully embraced the project and have provided cash, purses and personal care items, as well as hands-on help sorting donations and making deliveries. CVS Warehouse came on board as a major corporate sponsor, providing personal care items, food, clothing, toys and gift items. The ECW provided startup money to buy shelving and totes so products can be neatly stored in a climate-controlled environment and then easily processed. In the fall of 2019, we were awarded a Diocesan ECW Grant for the project. To date, the 'Grateful Heart Purse Project' has distributed nearly 300 purses and has expanded to serve 8 different shelters and 4 groups at Christmas. Stephanie Williams is the Project Coordinator.

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

Stewardship reflects the Time, Talent and Treasures given by the parish members in support of the mission of the church. We are blessed to have a committed and active group of volunteers who freely and consistently give their time and talent. For example, • Provision of music and choir direction for all services • Maintenance of 8 ½ acres of grounds • Provision of administrative, financial and investment functions • Participation in activities such as the United Thank Offering and Beloved Community • Support of the parish's Episcopal Church Women, which selects and provides monthly outreach to its members and local groups/organizations, in addition to the support of two Rwandan children through fundraisers and member donations The Vestry uses an estimate of giving based on the plate offerings and other contributions from immediate past years to prepare the annual budget. Before the Covid pandemic, plate offerings and other contributions remained consistent with minimal fluctuations from year to year. The confluence of the impact on individual parishioners because of the pandemic and the aging of other parishioners caused the vestry to adjust the estimate of giving for 2024.

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

The tensions in the Episcopal Church that resulted in the formation of the Anglican Church of North America in 2008 was especially challenging for our parish. Our Rector and a significant portion of the congregants left our parish and formed a church elsewhere in our town. Prior to the actual separation of the Anglicans from the Episcopalians, tensions were especially high in our parish, given our Rector was one of the key supporters of this action. This led to multiple challenges for those parishioners who chose to remain at St. Francis. The Diocese provided much-needed guidance on legal issues such as ownership of the church buildings and investment funds. Time has permitted forgiveness and healing to occur. Friendships once strained were nurtured and now renewed. Our ECW has invited the Anglican women to join our special events with success.

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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?

The Covid pandemic led to a significant change in how our congregants interact with each other and our priest. The inability to worship in person caused us to begin to use technology to be able to virtually worship together. The challenges: the church did not have any type of broadband connectivity; many parishioners had limited/no experience using software such as WebEx or Zoom; and only two congregants had more than basic IT experience. Once broadband was available at the church, we began to offer virtual weekly Sunday worship, weekday Morning Prayer, Lenten Study group, ECW gatherings, and the Annual Parish Meeting. The challenge was ensuring that all who wished to participate virtually could, but not everyone was willing to work through the process to be electronically connected and some had no home connectivity. The benefit of working through these challenges is that it created the post-pandemic opportunity to continue to offer virtual participation in our services and activities for our home/hospital bound congregants; and to record and post Worship services on our new YouTube channel.

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### Prior Incumbents

Name	Position Title	Date Begun	Date Ended
The Reverend William Carpenter	Rector / Vicar / Priest-in-Charge (Part-time)	2019-10	2023-12

Name	Position Title	Date Begun	Date Ended
The Reverend Lennel Anderson	Rector / Vicar / Priest-in-Charge	2010-02	2019-06

Name	Position Title	Date Begun	Date Ended
The Reverends Charles Starr & Martin Wright	Interim	2008-01	2010-01

*See joint St. Mark's, Johnstown/St. Francis-in-the-Fields, Somerset portfolio for more comp and benefits details.*

Church School	Number of Teachers/Leaders for Children School	Number of Students for Children School
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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
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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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Worshipping Community Web site: <https://www.saintfrancisinthefields.org/>

Media Links:

Online References:

> <https://www.youtube.com/channel/UCXS0t6UVng95r6U49m8Xlkg?reload=9>> <https://www.facebook.com/profile.php?id=100094242776792>

Languages Significantly Represented:

**English**

Provide Worship or Classes in:

**English**

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### References

Bishop:

412-721-0853 ext. 256 [ksolak@episcopalpgh.org](mailto:ksolak@episcopalpgh.org)**The Rt. Rev. Ketlen A.  
Solak**

Diocesan Transition Minister

412-721-0853 ext. 254 [kkarashin@episcopalpgh.org](mailto:kkarashin@episcopalpgh.org)**The Rev. Canon Kimberly  
Karashin**

Current Warden/Board Chair

301-980-4740 [dgj516@yahoo.com](mailto:dgj516@yahoo.com)**Donald Jones**

Previous Warden/Board Chair

Search Chair

Shirley: 301-980-2226; [shirleyljones@comcast.net](mailto:shirleyljones@comcast.net) Hannah:  
[hannahbreen@gmail.com](mailto:hannahbreen@gmail.com)**Shirley Jones & Hannah  
Breen (co-chairs)**

Parish/Institution

Local Community Leader