Christ Episcopal Church
Portola Valley and Woodside
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October 2014

Home to great liturgy and music, vibrant children’s programs and a friendly community.
Welcome

Our parish has the solid foundation of a caring and committed Christian community with traditions of excellent liturgy, music, and vibrant ministries, yet we could be and wish to be more. We are fortunate to have had good spiritual leadership in the past, adequate funds over the years and a dedicated core group of parishioners for a long time, but we also recognize opportunities for continued renewal and growth as we seek our new Rector. We search for a new and inspiring leader to help us leverage our strengths and move us together in building a better Christian community for our time and place.

The description of our geographic area and “Our Parish Today” provides a context in which applicants can learn about our members and church programs. Next, the section on “Our Parish Tomorrow” summarizes where we want to go from here, including the qualities we seek in a new Rector.
Our Mission Statement

The mission of Christ Episcopal Church, Portola Valley and Woodside, California, is to build Christian community in the Episcopal tradition by ministering to individuals, the parish and society, and working together to proclaim the good news of the kingdom of God in tangible ways.

Portola Valley, Woodside and Nearby Communities

Our church is tucked between redwoods and orchards on Portola Road next to the Portola Valley Town Center, with nearby sports playing fields, town offices, Presbyterian and Catholic Churches, and the old schoolhouse. Our parish boundaries encompass the towns of Portola Valley and Woodside. Both enjoy a Mediterranean climate. We are located on the Bay Area Peninsula between the vibrant cities of San Francisco and San Jose. We can drive to the Pacific Ocean and the San Francisco Bay within 25 minutes. These small towns are among the only places in the San Francisco Bay Area that retain a rural character. Portola Valley and Woodside have no traffic lights, yet they are located within six miles of Stanford University and the City of Palo Alto. San Francisco Airport (SFO) and San Jose Airport (SJC) are both about 30 minutes away.

Portola Valley is a residential community of approximately 4,353. Woodside, bordering Portola Valley to the north, has 5,287 residents. Both towns are home to well-educated professionals. Half of the Portola Valley residents aged 25 or older have post-graduate degrees. Many of our families have two professional working parents, and many residents work in the technological research industries of Silicon Valley. About 30 residents of The Sequoias, one of the best life care communities in Northern California, belong to our parish and 10 to 12 participate in services each Sunday. For those who are unable to attend services, we offer ongoing pastoral care and a monthly breakfast at The Sequoias.

Our home prices are high, presenting a barrier to families with moderate and lower incomes, but other communities within a few miles of Portola Valley and Woodside have more moderate home prices. Thirty per cent of our parishioners commute to Christ Church from a wide spectrum of communities up and down the Bay Area Peninsula. Because of our proximity to interstate highway 280 and Sand Hill Road, these members can usually reach Christ Church within 15-20 minutes.
Our Parish Today

The Diocese of California

The Diocese of California is the oldest diocese in the state. It extends from Marin County to northern Santa Clara County along the coastal region and from Contra Costa County to Alameda County along the eastern borders of San Francisco Bay. Our diocese includes eight deaneries. Christ Church is part of the Peninsula Deanery. For information about our diocese, see www.diocal.org.

Our diocese elected the Rt. Rev. Marc Handley Andrus as the eighth Bishop of California in 2006. Bishop Marc has called our diocese to the Beloved Community Vision – a call to the radical inclusivity, justice and peace of Christ’s ministry and words (see http://diocal.org/beloved-community).

We gladly pay our diocesan assessment every year. Our parishioners actively participate in diocesan initiatives and organizations. For example:

- Our parish has four enthusiastic lay delegates to diocesan Convention, who have—together with the rector—regularly represented the parish in deanery and diocesan meetings.

- A Christ Church parishioner has recently served as both President of the Peninsula Deanery and Chair of the diocesan Executive Council.

- Eight to fourteen members of Christ Church have participated each year in equipping the Beloved Community events, training for various ministries and sharing skills and resources with neighboring congregations.

- Christ Church has worked in recent years with diocesan planned giving staff to cultivate major gifts both to the parish and to diocesan institutions (such as Bishop’s Ranch).

- Several parishioners have worked closely with Episcopal Charities, a major diocesan institution (http://episcopalcharities.org), in awarding grants to Peninsula-based non-profit organizations.

- Groups of adults and youth from Christ Church have visited Grace Cathedral (http://www.gracecathedral.org) and received tours; on one recent occasion our adult choir led Evensong at the Cathedral.

- The bishop’s recent visitations to the parish have included a dozen or more confirmation candidates, and have been occasions of celebration and enthusiasm for the diocese and its work.

Liturgy and Worship

The Holy Eucharist is at the heart of our worship, and is ordinarily celebrated twice every Sunday morning. Each of our liturgies is based upon the Book of Common Prayer.

Rite I is offered at 8:00 am in a contemplative atmosphere with organ music and some congregational singing. Rite II is offered at 10:00 am, with choral and congregational music, including monthly choral masses. We have had a high standard of preaching at both services, with primary focus on the biblical text as it relates to contemporary issues and personal experience. Our Lay Eucharistic Ministers, Lay readers, acolytes, greeters and ushers and the Altar Guild faithfully assist every Sunday.
Children are always welcome at our services. Sunday School is offered during the 10:00 am Liturgy of the Word, but children join their parents for Holy Communion. Every four to six weeks, we celebrate Youth Sunday, when children and young parishioners read, perform in the junior choir, dance, and sometimes preach in conjunction with their teachers and leaders.

During the school year, we also offer a Children’s Matins service at 9:30 am in the Parish Hall, primarily for parents and children six years and under. This lively service includes a Bible story, singing, and the opportunity to write one’s own prayers. The children’s prayers are taken each week to the 10 am Eucharist and read aloud by the Presider after the Communion.

We gather for special services throughout the liturgical year. Two services are held on Christmas Eve, both fill the church: a children’s pageant and Eucharist, and a traditional choral Eucharist with an expanded choir of up to thirty members. A soup-supper gathering is held each week during Lent, followed by a program. We observe Holy Week with Palm Sunday, Maundy Thursday, and Good Friday services. In recent years we have held a children’s service and Easter egg hunt on the afternoon of Holy Saturday, while Easter Sunday is celebrated with special music, including a string quartet.

Music is an integral part of our worship at Christ Church, and is offered in the richness of the Episcopal tradition. Our Director of Music has been a part of the parish staff since 2007, and holds Master’s degrees in both music and theology. He has a great sense of liturgical style and currently has primary responsibility for planning our worship services. We have a core choir membership of eleven singers, supplemented on occasion when we perform more ambitious repertoire. The choir partners with our neighboring parish St. Bede’s once a year to present a Requiem on the weekend closest to All Souls’ Day; and it joins with the area churches of other denominations in our community once a year to present a joint service. Community wide concerts have included organ recitals by such artists such as Christian Lane and Christopher Houlihan. The church also has a junior choir of eight to twelve children, directed by a volunteer parishioner. The children’s choir rehearses weekly, and participates in one to three services each month.

**Spiritual Formation and Christian Education**

We are an intellectually curious and spiritually hungry congregation with high quality programs to meet the needs of our members at every age and stage of life. The emphasis is not on acquiring a set of beliefs, but rather on becoming a new people. As we explore and deepen our faith, we grow in the ability to connect that faith to all of life, to become who Jesus is in the world.

*Carillon Preschool*: children 1 year 5 months to 6 years of age.

The philosophy of the preschool is that “children learn through play” and the creative curriculum is designed to foster a love of learning. Monthly thematic units revolve around a child-centered curriculum that “encourages choice-making, autonomy, and social competence”. The preschool day includes a variety of indoor and outdoor activities “planned with a concern for individual needs and developmental differences”. A large fenced yard with a redwood forest background provides ample play opportunities and includes a water table and vegetable garden. Weekly chapel celebrates diversity, common bonds, and “the joy of living in God’s world.”
The rector’s duties with the preschool include leading three chapel services with three different age groups every week -- each service lasts half an hour; participating in an hour-long staff meeting once a month; and attending Carillon parent events (back to school night, parent enrichment night, film night, etc.) -- these events last a couple of hours and occur every few weeks. The preschool director participates in Christ Church Parish staff meetings and consults with the rector as needed.

The preschool budget for 2013-14 came to $233,000 in revenues.

Carillon Preschool does not have a board of directors. The vestry acts as a de facto school board in that they approve the budget and vote on matters that pertain to both the parish and the school (for example, a redesign of the playground). The relationship between the vestry and the director of the preschool is based on a friendly relationship, mutual trust, and regular open communication.

Christ Church also offers a wide variety of programs that are more closely identified with the Church, including:

**First Step Group:** ages 0-3 or anyone who would like to join in.

A fun environment for little people to play and be nurtured and have fun. Includes spiritually based craft projects, games and an outdoor play structure.

**Godly Play:** ages 4-10

Godly play is based upon the recognition that children have an innate sense of the presence of God, but lack appropriate language in which to express it. The Godly Play approach teaches classical Christian language in a way that enhances the child’s authentic experience of God so it can contribute to the creative life of the child and the world. We teach bible stories, related craft projects and sing songs. The children have fun and make friends.

**Say What?** ages 10-14

Say What? is an interactive mini-workshop each Sunday designed to get kids talking and thinking about the Bible and how its principles affect their daily lives. It focuses on real-life topics that kids care about, such as: media influences (TV, music, advertising, Internet); how to get along with family and friends; forgiving; sibling rivalry; and peer pressure. We start conversations that help kids grow in faith, handle relationships and make sound choices as they enter their teen years. The Reverend Suzanne Love Harris leads this class as a volunteer.
**Faith Full Families**

This program hosts a potluck dinner and meets every 2nd Sunday of the month from 5:00 pm - 7:30 pm. All are welcome to this mixed generational experience. A fun messy craft project is provided for kids and adults to have a chance to talk and get to know each other.

**A Time Apart: Parenting Group**

Parents meet the 3rd Monday evening of each month at 7:30 pm for discussions relating to parenting and religion. All are welcome.
Men’s Fellowship

This group meets every Wednesday at 6:30 am so that participants can get to work on time. Led by the Rector, and fortified with rolls and coffee, the group takes the gospel reading for the following Sunday as the point of departure for a wide-ranging discussion of the ways in which the gospel text bears on their own lives.

Women’s Spirituality Group

This group gathers weekly on Wednesday mornings from 9:00 am - 10:20 am. Members check in briefly with news of their lives, followed by a short prayer and period of silence, a discussion based on the book being read, and ending with intercessory prayers and the Our Father. The books and prayers are selected by the leader of the past 10 years, Susan Miller, a trained spiritual director. Members find that reading and sharing current books on spirituality help them feel more confident in talking about spiritual experiences, their own and those of the authors. New members are always welcome.

Sunday Forum

The Sunday Forum meets at 9 am on Sunday mornings. Last year the Forum took on the problem of suffering and evil with specific reference to Job, and to Shakespeare’s King Lear and Macbeth.

Bible Study Group

This group meets on Wednesday evenings, beginning with an informal potluck, followed by lecture and discussion. The leaders’ approach to reading scripture is slow-paced and scholarly, with frequent reference to the biblical texts in the original languages, Hebrew and Greek. They take care that even a novice who attends at random can follow along and participate.

Contemplative Prayer

This is a small group that meets in the narthex of the church on Thursday evenings at 7:00 pm. A short prayer or reading is shared, followed by a period of silent meditation or prayer of the heart. All are welcome.

Lenten Series

A simple soup supper is held on Wednesday evenings during Lent followed by a presentation and discussion. The program content varies from year to year.

Preparation for Baptism and Confirmation

Classes are offered to individuals as needed. Five adults and seven teen-agers were confirmed in 2014.
Outreach Ministries

Service to Local and International Missions

Our parish draws from communities that are geographically removed from the needs of the poor — locally, nationally and internationally. However, we are keenly aware of these needs and actively work to support people who are in want. Our Mission Ministry Committee has developed procedures for adopting and funding local and overseas projects that serve the homeless, the destitute, the disenfranchised, and the poorest of the poor. To be considered for support, programs need a parish sponsor who is actively involved with the group. We give special consideration to programs that offer opportunities for our adults and youth to provide direct service to those in need.

Each year, the Mission Ministry Committee raises money to support chosen beneficiaries through a large fall fund-raising evening that includes dinner, live entertainment, and an auction; and a Chrismon Tree (a “giving tree”) during Advent and Christmas seasons. In 2013 these events raised around $19,000.

Here are descriptions of our 2013 beneficiaries:

- My New Red Shoes provides homeless and low income children the confidence they need for the first day of school by giving them new clothing and shoes. Each year members of our ministry are among the 2,000 volunteers who put together handmade gift bags for children in more than 75 community-based organizations and shelters.

- Dorcas House is a foster home in Tijuana, Mexico for 40+ children, ages 2-18, who have one or more parents in the prison systems. Mexican businesses supply food, milk, and occasional building materials. American contributions cover the children’s school fees, uniforms, school supplies, and staff salaries.

- Home and Hope provides a safe haven for homeless families and through partner congregations offers over 5,000 shelter bed nights and 15,000 meals a year. On rotation with other local churches, our volunteers cook and eat dinner with the families, play with the children, and spend the night.

- Inn Vision Shelter Network (IVSN) is the leading provider of shelters and housing sites in Silicon Valley and the San Francisco Peninsula. The network works to help families return to permanent housing and self-sufficiency by providing interim shelter in 18 locations. Year over year, 90% of IVSN graduates return to permanent housing and self-sufficiency. Our ministry continues to support this local organization as we understand its tremendous impact on the community around us.

Mission Ministry also holds two fundraisers for the scholarship program of Carillon Preschool each year. There is a Christmas gift and bake sale as well as a Spring Tea. Over 90 parishioners and guests attended the 2014 Spring Tea. These two fundraisers brought in over $2,500 in 2013-14.
Parish Fellowship

A Community of Friends in Social and Spiritual Activities

This amazing place is where we experience the joy of Christian community. We are diverse, though not especially visibly so, yet all seem to feel welcome, comfortable, accepted and safe. Our love and support for each other has been a binding force at our parish since its founding. We study, work, pray and play together. Many routinely scheduled events support the close-knit relationships among our members.

Coffee hours: The Sunday services at 8:00 am and 10:00 am are each followed by gathering for coffee, treats and conversation in the parish hall.

Barbecues: Church lunch barbeques are held in the garden patio in the spring and fall and other special occasions, combining standard grill fare with potluck offerings.

Dinner Events: Our annual Mother's Day dinner provides the opportunity for moms to visit over cocktails in the library while dads grill dinner meats and children make a gift for mom. Our medieval Christmas banquet for adults follows a 14th century Oxford ceremony complete with music, royalty and jesters, and ending with singing carols and prayer.

Annual Retreat: Our annual Weekend Retreat at the Bishop’s Ranch appeals to parishioners of all ages (over sixty of us attended in 2014). The ranch is located in an idyllic pastoral setting among the vineyards of Sonoma County, north of San Francisco. While devoting time for reflective group activities, attendees also take advantage of the ranch’s hiking trails, pool, campfire area, and tree house.

Breakfast at the Sequoias: Once a month our members at the Sequoias get together informally for breakfast where they are joined by the rector and vestry members who listen to their news and views and let them know that they are included and important participants in the parish.

Special Events: In 2012, the renowned boys choir of Holy Trinity Episcopal Cathedral in Haiti performed a benefit concert at Christ Church. Many of the parishioners who attended found themselves irresistibly dancing in the aisles.
Membership, Income and Expenses

Christ Church is a moderately-sized parish within the Diocese of California. We have remained financially viable through our fiftieth anniversary and beyond.

**Our 2013 Membership and Finances**

<table>
<thead>
<tr>
<th>Number of Adults</th>
<th>281</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Children</td>
<td>68</td>
</tr>
<tr>
<td>Average Sunday Attendees (adults/children)</td>
<td>98</td>
</tr>
</tbody>
</table>

**Income and Budget**

<table>
<thead>
<tr>
<th>Amount Pledged for 2013</th>
<th>$390,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average Yearly Sunday Plate Collections</td>
<td>$16,000</td>
</tr>
<tr>
<td>Carillon Pre-school 2013-2014</td>
<td>$235,000</td>
</tr>
<tr>
<td>Carillon Preschool Receipts</td>
<td>$105,000</td>
</tr>
<tr>
<td>Budget for 2013</td>
<td>$421,000</td>
</tr>
<tr>
<td>Endowment Fund Assets (June 2014)</td>
<td>$471,000</td>
</tr>
</tbody>
</table>

**External Expenditures**

| Diocesan Assessment | $50,200 |
| Outreach Ministries | $19,000 |

**Capital Improvements Since 1990**

<table>
<thead>
<tr>
<th>Church</th>
<th>1993</th>
<th>$593,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organ</td>
<td>1993</td>
<td>$222,000</td>
</tr>
<tr>
<td>Bell Tower and Grounds</td>
<td>1993</td>
<td>$225,000</td>
</tr>
<tr>
<td>Kitchen</td>
<td>2005</td>
<td>$110,000</td>
</tr>
<tr>
<td>Church/Carillon painting</td>
<td>2006</td>
<td>$17,000</td>
</tr>
<tr>
<td>Gas pipe retro/parking lot</td>
<td>2008</td>
<td>$32,000</td>
</tr>
<tr>
<td>Roof/Landscaping/preschool</td>
<td>2010</td>
<td>$30,000</td>
</tr>
<tr>
<td>Solar Panels</td>
<td>2010</td>
<td>$104,000</td>
</tr>
<tr>
<td>Flooring/foot bridge/parking lot</td>
<td>2011 - 14</td>
<td>$83,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,447,000</strong></td>
<td></td>
</tr>
</tbody>
</table>
Our Attendance Trends (2004-2013)
The following data provide a retrospective view of our membership roster and our attendance at Sunday services.

We have experienced a modest increase in membership in recent years.

![Attendance Trends Graph](image)

Our Financial Totals and Trends (2005-2013)
The following data provides a history of the financial health of our parish. Over the last fifteen years, some financial totals and trends were as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Income</td>
<td>$3,671,000</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>$3,716,000</td>
</tr>
<tr>
<td>Pledge Income</td>
<td>$3,459,500</td>
</tr>
<tr>
<td>Pledge/Total Income</td>
<td>94%</td>
</tr>
<tr>
<td>Surplus (Income Minus Expenses)</td>
<td>($45,000)</td>
</tr>
</tbody>
</table>
The average number of pledge units had declined through 2010 but has trended up over the last few years. Average pledge amount is up ~20% over the last decade.

The historical financial data reveal some important trends:

- Pledge income as a percentage of expenses has risen from 86% to 94% over the last ten years.
- The Preschool is self-supporting and contributes between $35,000 and $55,000 to the operating revenue every year.
Other important information about our financial status includes:

- The most critical financial documents are our annual audited statements and balance sheet. These are available for review in the church office.
- The annual Parochial Report is the Diocesan Record, also available for review in the church office.
- All assets are kept at acquisition cost or realized cash receipts on sale.
- The only accrued items are pledge advances and preschool advanced payments.

In summarizing our financial status, the Rector Search Committee appreciates the fact that our parish has always been able to raise funds for capital improvements and special causes over the years. In addition, we have always fulfilled our annual Diocesan Assessment obligation. With respect to our overall financial welfare, we realize that we traditionally have fared well during economic downturns, even at times when other local Diocesan parishes were not as fortunate.

**Our Rector’s Compensation**

Our new Rector’s compensation will be commensurate with his or her qualifications and experience. Vacation leave follows Diocesan benefit guidelines, which also include medical, dental, life, disability and unemployment insurance. In addition, we provide an annual automobile allowance. Retirement benefits are offered through the Church Pension Fund. Continuing education support can be considered in the compensation package.
Facilities
The redwood buildings of our facilities, with their rustic and simple architecture, fit our rural setting. Our grounds, which consist of three acres, have three single-storey structures: the Church building, Parish Hall and an office wing. There are no stairs or ramps.

The Church building includes a narthex, nave, sanctuary, transepts and sacristy. The building’s distinguishing architectural feature is its steep shake roof and the resultant inner sound-enhancing space. The narthex, with its award-winning stained glass and small recessed-apse sitting area, provides a greeting space and a gracious entrance to the nave. Cushioned pews in the nave and chairs in the transepts comfortably seat two hundred. The transepts provide flexibility for large memorial services.

Our custom-built organ and 35-bell carillon are community treasures. The carillon daily plays the Westminster Sequence, tolls the hour, and plays a hymn at noon and at five every afternoon. Our Visser-Rowland twenty-one stop tracker pipe organ is available for students and concerts.

Our garden patio with benches and arbors provides space for repose, children’s play, parish barbecues, occasional receptions, and summer Sunday morning services. The Churchyard columbarium is located in a peaceful setting within a grove of redwood trees that are adjacent to the east side of the nave. A native dry-creek garden adds color outside the west side of the nave. Our children’s play areas are fenced and located near the Parish Hall and rear parking lot.

Adjacent to the office building is a small, peaceful patio partly surrounded by a rock garden with native plants. Chairs and a table and a view to the west across a meadow to the forested slope of the Coast Range provide the staff a quiet place for coffee, lunch, and relaxation.

The Parish Hall contains the Youth and Family Director’s office, children’s Sunday school facilities, dining areas and a recently remodeled and refurbished kitchen. This facility is also used during the week for parish-sponsored activities, including the Mommy and Me events for mothers with toddlers, the weekday Carillon Preschool, and community art classes. The office wing houses our Rector’s office and the Music Director’s office. It also includes a library/parlor with fireplace and an administrator’s office with computer and document production equipment.

Four years ago, a few interested parishioners formed a Limited Liability Corporation to buy and install solar panels on the roof of Christ Church with a goal to move the parish “off the grid”. The partnership agreed to have the Church pay back the LLC for its investment over a fifteen-year period, at which point Christ Church will own the solar panels outright. The results have been phenomenal: our energy production is currently exceeding our usage.
Our Parish Tomorrow

This section of our Parish Profile comes from written responses by the 56 members who replied to our parish-wide survey, and from oral testimony given by the 35 parishioners who took part in eight small-group Town Hall meetings, held in our parish hall.

What does Christ Church have to offer our new rector?
To begin with, a large majority indicated that they want several aspects of our parish today to remain vital parts of our parish tomorrow. In response to the question “What does Christ Church have to offer our new rector?” Town Hall groups unanimously mentioned “an enthusiastic community,” “a caring congregation,” a “warm and welcoming congregation,” a “very supportive and cohesive parish,” “a loving community,” and “a strong parish without any problems or dysfunction.”

Why do you stay at Christ Church?
When survey-takers were asked “Why do you stay at Christ Church?” respondents singled out Parish Community, Music, Clergy and Staff and Worship Style.

What would you like our new rector to know about Christ Church?
When asked “What would you like our new rector to know about Christ Church?” many replied “We love Matthew, Judy, and Andi.” or with words to that effect (see the section on “Staff” at the end of our Profile). Parishioners also voiced support for “our excellent adult education classes,” the women’s spirituality group, the Men’s Group, the “centering prayer” gathering, and “our amazing lay leaders who do incredible works through outreach.”

What (if anything) is missing in your experience of Christ Church?
In order to identify areas for improvement, the Search Committee asked participants in the Town Hall meetings “What (if anything) is missing in your experience of Christ Church?” Respondents repeatedly voiced concerns about the role of the congregation in providing pastoral care and, specifically, in reaching out to “missing” parishioners. Christ Church is a caring community, but it lacks an effective structure for connecting caregivers to parishioners in need of assistance. A committee has come together to address this issue.

Where do you want us to go as we move forward?
The question, “Where do you want us to go as we move forward?”, elicited broad-based agreement on major issues. The Town Hall groups spoke with one voice on the importance of “bringing in new families especially with children.” They urged the parish “to make family matins a priority,” to “strengthen the Church with continued growth as it is our Biblical duty to grow,” to “increase teen attendance,” to “grow the Church and get younger people, especially teen-agers, to be a part of it” and they asked “How do we keep young people for later ages?”
What do you hope to see in our new rector?

The answer to the query about keeping young people dovetails with the question immediately before us, “What do you hope to see in our new rector?” The Town Hall groups hoped to see a wide variety of positive attributes, including intellectual curiosity, good management skills, budget consciousness, a great sense of humor, and consistent expression of his or her faith.

In addition to these qualities two essential criteria repeatedly came up in the Town Hall meetings and the survey results.

On the one hand, we seek a pastor who can and will connect to all of us both as a group and on an individual level. The Town Hall groups emphasized the importance of finding a pastor “who understands the values of our community,” whose “background cuts across our population (preschool, young families, seniors),” who “accepts everyone” and “is good at pastoral care.” Survey respondents put “devotion to pastoral care and counseling” among the four attributes that they would most like to see in a new rector. When asked “What is the first priority our new rector should address?” respondents repeatedly mentioned “getting to know the congregation” and “finding out who needs spiritual support right away.”

On the other hand, we seek a rector who will inspire us, stir us up and show where and how we can grow and reach out to the community and the world. The Town Hall groups wanted their new rector to be “an inspiration to the parish,” “an inspiration to the community,” “an inspiring preacher,” “an inspired person,” and a “dynamic speaker” who gives “uplifting” sermons. Besides pastoral care, the other three attributes that survey respondents most wanted to see in our new rector were “effective preaching,” “skill as a communicator,” and “enthusiasm for ministry with children” (closely followed by “enthusiasm for ministry with seniors”).

When one Town Hall group reached “a consensus that a dynamic speaker would draw in new members” they spoke for many parishioners. When asked, “What do you hope our new rector will accomplish?” one respondent wrote “Stability and growth of the congregation as a result of leadership and teaching skills that will attract and retain congregants of all ages.” Another simply wrote, “Revitalize lay ministry and then grow the parish.” In general, responses to this question revolved around the entwined goals of “leading us deeper into our commitments as Christians” and adding “new parishioners and new families.”
Words for Our New Rector

These remarks are excerpted from notes on the Town Hall meetings and the parish survey.

The average number of years the survey respondents have attended Christ Church is 22.7.

- We have a beautiful campus and surroundings.
- The grounds include a beautiful burial garden: there is full closure for parishioners.
- We are a parish without factions or problems, a healthy parish.
- Everyone is accepted; it is an open accepting church.
- Our compassion is close to the surface.
- Christ Church allows people to ask for help and it is a place where children interact with all age groups.
- Ours is a caring community, well educated and we like to learn.
- The members are well educated and appreciate intellectual stimulation as well as spiritual support.
- We are a small, highly educated and mostly affluent congregation that wants to be stimulated spiritually.
- Christ Church is a haven where I can be myself and explore my spirituality without dogmatism or authoritarianism. It is very compassionate and accepting. I feel safe there.
- Many members of Christ Church are very fortunate. I would like to see the church strengthen its efforts to help those who are less fortunate.
- Christ Church is easy going but intellectually stimulating, a fantastic family church with an AMAZING music program.
- The Sunday services are healing to my mind and heart.
- I like that I feel fed every time I leave Christ Church – spiritually and physically.
- I value the liturgy and the music. They are the beauty of our church.
- Outreach is well supported and administered.
- We have wonderful volunteer clergy – David Sheetz and Suzanne Harris.
- I want to tell the new rector how wonderful the staff is.
- I love the Men’s Group.
- The most important part of Christ Church for me is the women’s spirituality group.
- We’ve had wonderful priests over the years, we are looking forward and are open to what’s in our future.
- Please get to know us before making any major changes.
- Keep the church growing and thriving.
- Our new rector should reach out to young families.
- We want someone who likes and respects old people.
- Find out who needs spiritual support right away.
- Lead us deeper into our commitments as Christians.
Our Parish Background

Christ Church came into being at a time when Portola Valley was transitioning from a rural farming community with a few large estates, scattered homes, and summer cottages to residential subdivisions populated predominantly with young families. Our Church was formed when several families responded to a notice in the local newspaper inviting those interested to attend a church service sponsored by the Episcopal Diocese of California.

Following fundraising efforts and the purchase of three acres of land on Portola Road, a groundbreaking ceremony for our church building was held in May of 1956. The completed building was dedicated in March of 1957, and Christ Church was designated a parish in 1958. The Reverend Harold Brumbaum served as Rector from 1958 to 1970. Our founders were Bob and Charlotte Anderson. The Reverend Robert Anderson, served as a Perpetual Deacon from 1960 until his death.

The Reverend John Oda-Burns was appointed Rector in 1971. Our liturgical style became more formal, but still included innovation and a high standard of musical performance. As the 30th anniversary of the founding of our parish approached in 1984, a building renewal program, Vision '87, was initiated. Nearly $1 million was raised for significant changes and additions to our parish home. After 25 years of service, Father John Oda-Burns retired in 1996.

The Reverend Chris Creed served as our Interim Rector from 1997-1998 as we searched for a new leader. In 1998, the Reverend Scott Hayashi was called from Logan, Utah, to be our leader as the parish continued in a period of growth and transition. He introduced and led an adult education group into the Christian symbolism in Dante's "Divine Comedy" and T.S. Eliot's "Four Quartets." Father Scott's sermons often ended with a Zen twist that could lead to brand new insights on familiar scripture readings. He began a small quiet prayer group in the afternoon and took on duties as chaplain to the preschool with a glad heart even as he worked to rejuvenate it. In 2005 Father Scott departed to be a Canon at the cathedral in Chicago and then went on to become the Bishop of Utah.

Later that year, the Reverend Judith Dunlop became our Interim Rector. She had been a nurse and nursing educator, and was ordained with the first groups of women priests.

In 2006 we called the Reverend Mitch Lindeman from Christ Church, Coronado Island, San Diego. He was very experienced, having been a parish priest for thirty years in all parts of the country. He was a beloved pastor. He also knew how important Carillon Preschool could be as an entry to the church and so he spent lots of time with staff and kids with great results.
Father Mitch took early retirement and resigned from Christ Church in June of 2014 to join the rest of his family on the East Coast.

Some founding members are still active in our parish, but approximately thirty percent of our parish families live in local communities outside Portola Valley and Woodside today. As the children of our founding members have matured and become parents themselves, the number of new families with children has increased and represents one-third of our parish families at this time. In spite of these demographic changes, one quality that we have valued from our early years remains -- our continued desire to be a welcoming and friendly spiritual community.

Our Clergy, Staff, Vestry, and Rector Search Committee

Clergy

_Interim Rector_

Donald Schell officially became CCPVV's Interim Rector in mid-September of 2014. His excellent preaching and warm demeanor have already caused a stir. In 1978, Fr. Donald founded and subsequently developed the congregation of St. Gregory of Nyasa San Francisco, from a dozen founding members to a parish with national recognition for its innovative approaches to liturgy and mission. After retiring as Rector of St. Gregory's in 2007, he worked at All Saints Company, where he consulted, published, and led workshops on the discoveries made at St. Gregory's. Fr. Donald also recently served as Interim Rector at St. Timothy's, a large Episcopal congregation in Mountain View. He has written My Father, My Daughter: Pilgrims on the Road to Santiago and has contributed chapters to Searching for Sacred Space, to What Would Jesus Sing? and to Music By Heart: Paperless Songs for Evening Worship.

_Associate priests_

Suzanne Love Harris: an inspiring teacher, author and preacher; ordained a priest in 1985; graduate of General Theological Seminary, New York; leads the “Say What?” children’s group as well as the “Time Apart” group for young parents; lives in Portola Valley for half of the year, Jackson Hole, Wyoming for the remainder, where she also serves as Associate Priest. Her books include Lasting, winner of the Ariadne Prize for Best Novel.

David Sheetz: dedicated and cherished; ordained a priest in 1996; graduate of Church Divinity School of the Pacific, Berkeley, and Ripon College, Oxford; from 1999 to 2006, served as Director of Music at Christ Church and now serves as associate priest and occasional organist; recently served as interim rector at St. Bede’s Church and is Sub Dean of Palo Alto/Peninsula Chapter of American Guild of Organists.

_Parish Deacon_

Dede Jamison: “retired” yet still faithfully serves; ordained a Deacon in 1990, M.Div., Church Divinity School of the Pacific, 1992; founded Episcopal Chaplaincy at Stanford Hospital in 1993 and served as Episcopal Chaplain until 2000; the Chaplaincy remains a vital part of the diocese’s hospital ministry to this day.
Staff

**Director of Music Ministry**

Matthew Burt: Matthew holds master’s degrees in theology and music from Oxford, Harvard, and Boston Universities, and was a Research Associate in The Memorial Church at Harvard, where he was the Managing Editor of the fourth edition of the Harvard University Hymn Book; currently plans CCPVW’s liturgies, directs its choir, serves as organist, and coordinates parish communications and technology; within the Diocese of California, he chairs the Executive Council and is a past President of the Peninsula Deanery; recently elected Regional Councilor of the American Guild of Organists for the western states.

**Parish Administrator**

Judy Horton: Judy has long-managed the day-to-day operations of the Christ Church office and coordinates financial operations of the parish and preschool; administers the columbarium churchyard, schedules space and manages the long-range calendar; helps produce and print worship bulletins and weekly newsletter; schedules readers, greeters, ushers, and flower guild; for over twenty years, has been a smiling purveyor of helpfulness and cooperation.

**Youth and Family Director**

Andi Mallinckrodt: Andi oversees all programs that impact youth and families at Christ Church; member of Christ Church since 2007 and an active community volunteer as well as a substitute teacher at Carillon Preschool; co-founder of Pomegranate, an Event Planning and Floral Décor company, and previously co-founder and Chief Petal Pusher of Flowers on Monday.com, an internet-based floral design business.

**Carillon Preschool Director**

Kay Erikson: Kay manages the day-to-day operations of Carillon Preschool, supports our 3’s, 4’s, and 5’s teaching staff, provides tours and orients families to Carillon Preschool, and co-teaches the Pre-K, 4’s program; holds a BA in history from Wheaton College, has completed requirements for a “Master Teacher” permit from the state of California, and is working toward a masters degree in early childhood education.

**Vestry**

Daniel Hill, Sr. Warden
Sheldon Greaves, Jr. Warden
Stannye Llewellyn
Emily Foley
Angela Hey
Van Jepson
Robert Redfern-West
Todd Reimund
Annemarie Redmond, Treasurer

**Rector Search Committee**

Timi Most, Co-Chair
David Riggs, Co-Chair
Mary Jennings
Claiborne Jones
Diane Leonard
Richard Llewellyn
Stannye Llewellyn
Lenore Lovoi
Tim McAdam
Chet Wrucke
Application Instructions

Thank you for your interest in our search for the next rector of Christ Church of Portola Valley and Woodside. Our parish OTM portfolio is current on the OTM site.

Our parish profile is available at www.cpvw.org/rector-search. You can get a pdf file on the website.

The application process is as follows:

- Contact the Diocese of California’s Transition Minister, Denise Obando at deniseo@diocal.org or (415) 869-7804, for permission to apply. Additional instructions for submitting application materials will be given to you by Ms. Obando.
- The deadline to submit application materials is November 21, 2014. You must have permission from Ms. Obando well in advance of the deadline.

Application submissions need to include:

1) A cover letter expressing why you are called to be the next Rector of Christ Church of Portola Valley and Woodside.
2) Your resume.
3) Your current OTM portfolio.
4) A copy of a recent written sermon and/or a link to an audio version of sermons identified on your OTM portfolio.
5) Answers to the following questions:
   - *Question 1* – What is your best experience with a person who is dying? (no more than one page)
   - *Question 2* – What do you want to know about us? (no more than one page)

All applications and communications with applicants will be treated with complete confidentiality.

We look forward to receiving your application.

~ The Christ Church Search Committee