



Ministry Vacancy Information Packet

Unity in Lynnwood
Lynnwood, WA

May 2025

About the Ministry

OVERVIEW

Unity in Lynnwood is a heart-centered, welcoming community that emphasizes inclusion and active spirituality. The Youth and Family program is vibrant, drawing in young people from outside the community and producing youth leaders both regionally and nationally. The prayer ministry is composed of a dedicated team of six trained chaplains who are in regular contact with members, both on Sundays and through outreach. Our services are dynamic and joyful! We benefit from a strong technology team that provides online access seamlessly. Our services richly feature music, currently under the leadership of Kelly Ash, talented singer and pianist.

Locality:

Lynnwood is located sixteen miles north of Seattle, with easy access to the city by light rail. Arts, museums, dining, major universities, all make our location a vibrant cultural hub. This part of Snohomish County combines urban convenience with the beauty of the Pacific Northwest. Majestic views of Mount Rainier to the south, the Cascade Mountain range to the east, and the Olympics to the west, as well as the proximity of Puget Sound with its ferries to multiple islands, all offer endless opportunities for appreciation of nature.

Physical Description:

Unity in Lynnwood began with five families in the Fall of 1980. It subsequently grew to be able to build a beautiful new church in 2003. The large sanctuary windows look out onto five acres of protected woodland that belong to the church. The attractiveness of our facility also makes it a desirable location to rent for multiple cultural and celebratory functions. An outdoor gazebo and garden serve as a chapel for weddings and lovely site for outdoor concerts and social events.

The church building was designed with a lower floor that is currently rented by the Wee Care Academy, which provides childcare and early education for children 0-5 years old. Wee Care is a 501.c.3 non-profit corporation with its own Board of Directors. Unity in Lynnwood is the "sole member" of the Wee Care 501.c.3, therefore the Unity in Lynnwood Board of Trustees has authority over the Wee Care Board of Directors. Wee Care Academy's excellent service makes it sought after by parents and provides a stable income that offsets the church mortgage.

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

Everett Unity - 11 miles

Unity of Bellevue - 20 miles

Seattle Unity – 18 miles

Center for Spiritual Living (Seattle, WA) - 15 miles

Center for Spiritual Living (Ballard, WA) - 16 miles
Unity of Skagit Valley (Mount Vernon, WA) - 45 miles
Unity of South Sound (Tacoma, WA) - 55 miles
Unity of Bellingham – 70 miles
Unity of Olympia - 83 miles

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

Small Group Ministries	<input checked="" type="checkbox"/>
Community Outreach/Compassionate Social Action	<input checked="" type="checkbox"/>
Publications	<input type="checkbox"/>
Social Media (ex: Facebook, Youtube, livestreaming, etc.)	<input checked="" type="checkbox"/>

PEOPLE

Size of mailing list: 2,000 total for electronic communications; 120 physical mailings limited to UIL members.

Average Sunday attendance (in person, online):

In person: 75; Online: 15-20 (177 weekly views Facebook & YouTube combined)

Formal (voting or active) membership: 120

Special Groups:

Men's Group
Women's Group
Edgar Cayce "Search for God" Group
Local Humanitarian Outreach, including an annual Hands-on-Housing project
Interfaith alliances
Indigenous Heritage Committee

Church staff/other employees:

Paid staff:

Senior Minister; Office Manager; Event Coordinator; Director of Youth & Family Ministries; Assistant Director of Youth & Family Ministries; Lead Audio/Visual Engineer; Audio/Visual Engineer x 2; Sacred Service Coordinator; Bookkeeper; Music Coordinator.

Unpaid Staff/Leadership:

Prayer Ministries Director; Soul Things Books & Gifts Chair; First Voice (office assistants—currently three people, part-time).

MINISTRY SUPPORT SERVICES

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

Name: Rev. Denese Schellink

Dates: July/August 2024 (part-time); September 2024 to Present (full-time)

Workshops Given and Topics Covered:

- Monthly Heart Circles: Began July 2024 through November
- Sunday Series: "I of the Storm", book series, Oct - Nov 2024. Sunday Talks and Study Groups for 7 weeks.
- Quantum Living Course: Sept- Oct, 2024
- Discovering our DNA: Honoring our past Creating our Future, Dec 14th, 2024. All community event of looking at our Past and identifying what still needs to be resolved.
- Leadership Development: Ongoing monthly Board Training and study of the book, 15 Commitments of Conscious Leaders. Began November 2024.
- Sunday Series: "Untethered Soul" by Michael Singer. Sunday Talks and Study Groups for 7 weeks.
- Lenten Series - "In the Garden: A Journey of Transformation" walking the sacred path of lent. March - Easter.

MISSION, VISION, AND CORE VALUES

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

Date: Mid-2014, with minor update (7th value statement) in 2024.

MISSION: Practical Spirituality. Welcoming Community.

VISION: To celebrate our unity and to honor all life.

CORE VALUE STATEMENTS:

- We offer a metaphysical teaching which encourages regular spiritual practice including prayer, meditation, affirmation, denial, service and study.
- We seek to discover and share spiritual practices which are repeatable and reliable and to infuse these spiritual practices into every area of our daily living.
- We teach the unity of all life, transcendent of culture, era or religion or lack thereof.
- We believe each person is an individualized expression of Divinity Itself and we accept each person as such, without condition, question or exception. As a matter of principle, we love boldly.
- We actively seek and enthusiastically include truths from all great spiritual traditions.
- We welcome people from all spiritual traditions or from no spiritual tradition whatsoever into every activity of our community.
- We support people in realizing and expressing their Divine Potential in Spirit, Mind, and Body.

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

1. Obtaining 2.24 acres of land and building our current church facility, which opened in 2003
2. Creation of Wee Care Academy in 2012
3. Acquisition in 2014 of 5.76 acres of adjacent Land and subsequently working with the State of Washington to have it designated as a Native Growth Protected Area (NGPA) as a nature preserve.

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

- Hands on Housing – an annual one day make-over of a senior’s home in our community
- Dinner with Others, an Interfaith Event
- Fundraising Galas
- Annual Summer All-Community picnic

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

- Grow our Congregation (especially families)
- Grow our Youth and Family Program
- Maintain and Develop Music Ministry
- Create a sustainable financial flow
- Increase Interfaith Programming
- Expand Sacred Service Ministry
- SoulGreens Restaurant
- Develop sacred use of the woodland area
- Expand outreach into the local community

INCORPORATION AND BYLAWS

Date Ministry Established: 1980

Founding Minister Name: David Evans

Date of Articles of Incorporation (AOI): March 27, 1995

Bylaws – Date Adopted/Revised: April 4, 1982/October 16, 2022 (14th update)

Check here if your bylaws are structured in accordance with the Unity Worldwide Ministries bylaw template and updated within the past three years: ☒

About the Position

MINISTERIAL CHARACTERISTICS AND EXPECTATIONS – Ranked Order

1. Spiritual Depth

- Demonstrates a commitment to their own Spiritual growth and practice
- Demonstrates knowledge of Unity principles, Christian theology, teachings from other spiritual traditions and an ability to integrate these teachings into dynamic Sunday lessons that are inspiring, enriching, and educational
- Develops and leads engaging worship experiences collaboratively with others involved
- Helps people develop a spiritual life and a prayer consciousness within the ministry
- Compassionate and caring person, sensitive to others' needs and emotions

2. Administrative Acumen and Oversight

- Engages with the Office Manager in establishing, improving, and documenting administrative processes and keeping them up to date
- With the Treasurer, develops annual budget
- With the Bookkeeper, tracks income and expenses against the budget; with the Treasurer, brings financial good news and bad news to the Board
- Shows knowledge of and proficiency in applying ministry bylaws, policies, and procedures
- Shows proficiency in executing fiduciary responsibilities, developing prosperity awareness, and maintaining a balanced budget
- Plans for building financial development strategies
- Follows office management best practices and use of office systems (software)
- Empowers staff and volunteers, delegates well

3. Supports a Vibrant Music Ministry

- Works with the Music Ministry Leader to integrate music into Sunday lessons
- Develops ways to engage community members in musical programming
- Explores ways to invite a variety of outside musicians to enrich programming

4. 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
- Listens compassionately and deals effectively with different points of view
- Demonstrates appreciation for volunteers, staff, board, and congregants of all ages
- Plans for training and utilizing licensed Unity teachers (LUT) as an integral part of the ministry
- Incorporates training for Youth & Family Ministry, youth, YOU, Next Generation Unity (NGU)

5. Focus on Prayer, Meditation, Pastoral Care, Chaplaincy

- Demonstrates prayer consciousness and facilitates prayer & meditation classes & experiences
- Focuses on the pastoral care needs of the intergenerational congregation
- Demonstrates knowledge of health and healing principles and practices
- Ministers to people in crisis
- Makes hospital and nursing home visits, well care visits, and prays with members
- Facilitates training for chaplains and utilizes chaplains within the ministry

6. Working with Specific Groups (Kids, teens, seniors, men, women, LGBTQ, etc.)

***See Word attachment on p. 13**

- Works closely with Youth and Family faculty to assure youth needs and objectives are met
- Maintains confidentiality, understanding the laws around mandated reporting
- Models and teaches open attitudes with a diverse population
- Acts as a resource to additional community and support services

7. Outreach into the Local Community

- Shows passion to engage with and contribute to the local community
- Demonstrates engagement with the community to coordinate volunteers and outside organizations (e.g., annual Hands on Housing projects)
- Solves problems by recognizing multiple options, shows persistence, and follow through
- Supports tithing to local organizations and causes

8. Spiritual Social Engagement

- 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
- Demonstrates sensitivity to the environment and connection to the planet
- Maintains a respectful presence regarding spiritual social engagement
- Helps to develop an inclusive consciousness within the ministry

9. Audiovisual (A/V) Technology Acumen

- Works with the AV Team to enhance the overall worship experience
- Familiar with the use of virtual meeting applications (such as Zoom, WebEx, Meet, Teams, etc.)
- Able to deliver virtual and hybrid presentations and training
- Embraces the use of social media platforms (e.g. Facebook, YouTube, Instagram) in support of the ministry's mission, vision, and values

Other specific qualities, experiences, leadership skills, vision, etc., you are seeking not already addressed:

Business acumen – experienced and willing to learn the latest practices for non-profit business management and success, fundraising and volunteer engagement, and other business practices that are required for today's churches to thrive.

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 rank the following age-group categories from 1 (most populous) to 6 (least), to reflect your current active membership/attendance.

- | | | | |
|---|-------------|---|-----------------|
| 2 | 70's and up | 6 | 20's & 30's |
| 1 | 50's & 60's | 3 | Teens |
| 4 | 30's & 40's | 5 | Kids & Families |

4. Interests/Area of Expertise: Please rank the following topics from 1 (highest) to 8 (lowest), to reflect your ministry's areas of interest/needed expertise from the incoming minister.

- 1 Sunday Services
- 2 Prayer & Meditation / Pastoral Care
- 3 Facilitating and Leading Classes
- 4 Small Groups
- 5 Interfaith and World Religions
- 6 Outreach in the Community
- 7 Current Trending Spirituality
- 8 Earth Care

5. Spiritual Expertise and Educational Acumen: Please rank the following topics from 1 (highest) to 7 (lowest), to reflect your ministry's needs of spiritual expertise/acumen from the incoming minister.

1 Unity Foundational Teachings
2 Current Trending Spirituality
3 Bible and Metaphysics
4 Fillmore (only)

5 Classic Unity Authors
6 World Religions
7 New Thought Authors

The Who and Why of your Ministry

WHO does this ministry serve?

We serve God in Expression through the acceptance of all spiritual seekers regardless of age, race, gender, sexual orientation, history, culture, economic means, physical/emotional health, or religious and political beliefs.

WHY do you exist as a ministry?

To support all people in realizing their Divine Potential in Spirit, Mind and Body.

What demographic resonates to the answer of your WHY question?

Adults and families who are looking for spiritual sustenance and growth. People from no religious backgrounds or looking outside of traditional religious institutions.

Youth who are seeking a fun and welcoming environment in which many make lifelong friends and find spiritual enrichment. UIL has the largest Unity YOU program in the region.

Describe your vision of the perfect ministry.

We envision a welcoming ministry that actively encourages diversity of all kinds. We go out of our way to offer warmth and joy to all who cross our threshold or honor us with their online presence. We encourage broad spiritual exploration, including interfaith studies. We wish to be actively engaged in learning and serving both our fellow members and the broader community. The perfect ministry offers a supportive, inspiring, and vibrant environment that creates a spirit-centered, loving haven to model an alternative way of being in an unpredictable world.

To get a more realistic sense of UIL's community spirit, candidates are requested to view the following links:

[UIL 40-year anniversary history, congregation interviews, and testimonials](#)

[UIL Youth and Family Ministry.docx](#)

[2021 Hands on Housing video](#)

We will be doing our **8th annual** Hands-on-Housing event on August 2, 2025

=====

Vacancy Fill by Date: August to October 2025.

Full Time: \$60,000-65,000

Moving Expenses: Negotiable

Additional arrangements, benefits, insurance, etc.: Medical Insurance

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

In 2025, the median sold price in Snohomish County was \$750K. The median rent in Snohomish County is around \$2,500. The cost of living in the area is about 125% of the National Average. Edmonds and Mukilteo School Districts are the closest. Shoreline and Northshore are somewhat further away.

Additional Comments:

IMPORTANT: Candidates must submit one or more videos of Sunday lessons/speaking engagements

While the position will be posted for 60 days, all applications will be reviewed upon receipt.

=====



Release of Information Authorization

I, the Board President of Unity Church for Today dba Unity in Lynnwood 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.


Board President Signature

Jennifer Lovejoy
Board President Printed Name

5/1/25
Date

Template Last Revised: January 2025