



Office for  
Transition  
Ministry

# Ministry Portfolio

*Full Portfolio (last updated Oct 7, 2022)*

## St. Stephen's, Petersburg, VA, Southern Virginia

228 Halifax Street, Petersburg, VA 23803, United States

Contact:

Rector / Vicar / Priest-in-Charge

[rhoffman@diosova.org](mailto:rhoffman@diosova.org)

Weekly Average Sunday Attendance (ASA)	Number of Weekend Worship Services	Number of Weekday Worship Services	Number of Other per Month Worship Services
35	1	1	
Current Annual Compensation	Cash Stipend	Housing / Rectory Detail	Utilities
SECA reimbursement	Compensation Available for New Position	Housing Available for	Pension Plan
	\$51000		<b>We're in compliance with CPF requirements.</b>
Healthcare Options	Dental	Housing Equity Allowance in budget	Annual Equity Amount
Negotiable	Yes	No	
Vacation Weeks	Vacation Weeks Details	Continuing Education Weeks	Continuing Education Weeks Details
One month, including 5 Sundays (standard)		Other	1
Continuing Education Funding in budget	Sabbatical Provision	Travel/Auto Account	Other Professional Account
\$1001-\$2000/year	Yes	Yes	Yes

*Compensation within range based on experience*

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

When COVID-19 prompted an end to in-person worship, our congregation transitioned to virtual services via Zoom. Our worship attendance expanded beyond our usual in-person attendees to include our sick and shut-in, members outside the local area (e.g., Chicago, Washington, D.C., California), and visitors. This increase in attendance was experienced at both the Sunday and Wednesday services. We creatively modified some of our activities and continued to celebrate Mother's Day, Father's Day, and our Jewels Recognition with take-home luncheons following Sunday services on these special occasions. This is testimony to our resiliency and our commitment to stay connected to our faith and to each other.

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

The first step should be an assessment of our current status. Our Interim Rector started facilitated various formation sessions to give us a benchmark. In addition, our participation in the Congregation Assessment Tool (CAT) provided critical, candid responses regarding parishioners' perception of our church. We have received the analysis of the CAT results facilitated by the Diocese. The book, Radical Welcome by Stephanie Spellers was read and studied over a 10-week period. Important formation sessions on conflict and change were held to facilitate growth and healing. We must now commit to dialogues and develop strategies to move forward.

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

preacher/teacher, manage change, Servant/Leader, Spiritual presence.

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

The Book of Common Prayer is used for most services at St. Stephen's. Since the start of the pandemic, only one Sunday service is held at 10:30 AM. Prior to the pandemic, two services were held; a spoken mass at 8:00 AM and a mass with chanting and songs at 10:30 AM. St. Stephen's tradition has been Anglo-Catholic and uses both Rite I and Rite II with the latter used more frequently. Holy Eucharist is the primary service on Sundays, except when the Rector is away, and a supply priest is unavailable. Lay readers conduct Morning Prayer services when this occurs. During the pandemic, St. Stephen's conducted Morning Prayer services via ZOOM. Adult Christian Formation is currently held following the 10:30 AM services. Each year in November, St. Stephen's shares a celebration service on the Tuesday prior to Thanksgiving with Gillfield Baptist Church, Oak Street African Methodist Episcopal Zion Church, and Zion Baptist Church. Services rotate annually among these participating churches. St. Stephen's holds a mid-week noonday worship and bible study via ZOOM lead by the Rector.

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How do you practice incorporating others in ministry?

We initiated quarterly youth focused worship services. The first was observed on Sunday, December 19, 2021. Our youth eagerly embraced the opportunity to ring the bell, assist with the alms and oblations and read the scripture lessons. Every youth was given a gift bag.

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

The Interim Rector has embraced our parishioners who are sick and shut-in or otherwise unable to attend services through regular visits and delivering Holy Communion. The Episcopal Church Women and Men's Club reach out to parishioners through a card ministry where members may receive warm greetings on birthdays, holidays or during times of illness. The Bereavement Committee provides repasts for members' services at a time of loss. And during Covid, the Vestry developed and maintained a parishioner contact list to keep everyone in touch. To provide for the physical well-being, use of the AED devices and CPR has been provided by a medically training parishioner.

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

St. Stephen's is one of the charter churches that established Downtown Churches United (DCU) to serve the Petersburg/Tri-cities area citizens in need. Our strong commitment to and work with DCU continues. Traditionally, we sponsor 2 children from the Salvation Army Angel Tree. Before the pandemic, our church picnic, Seder Celebration, and Children's Christmas Party were overwhelmingly attended and enjoyed by the community.

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

St. Stephens has participated in Diocesan level committees, Province III Annual Councils, Convocation VI Council and Diocesan Executive Board. Financial offerings have been made to the diocese by the Episcopal Church Women and the United Thank Offering. Recently, there has been a concerted effort on behalf of all four of the city's Episcopal congregations to meet, learn and share with each other.

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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. Stephen's' members, in partnership with the local Community in Schools (CIS) organization of Petersburg and the Chesterfield Food Bank help run a Kids Summer Food Distribution Program to combat the area's food insecurity. The program usually runs June through August, however at the on-set of Covid-19 in 2020, the children were served from June to the end of the calendar year.

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

The annual Stewardship program usually incorporates the model used by the Diocese and begins in September. The Finance Committee adheres to the timeline to provide a budget to the Vestry. Also, we are good stewards of our environments. To reduce the church's carbon footprint, we have enthusiastically supported and promoted the diocesan councils' commitment to eliminate the use of non-recyclable items such as Styrofoam and single use plastic items; we have executed asbestos abatement protocols when making repairs to our sanctuary as well as installing programmable thermostats (to avoid heating/cooling energy waste) and replacing fluorescent lighting with energy efficient LED's.

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

Unfortunately, in the immediate past we have not addressed conflict well and mostly ignored its existence. We accept that this will not be easy but is necessary in order to heal and become a new and improved unified faith circle.

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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?

Much like conflict, change has not been fully discussed either. Changes initiated without complete involvement by the congregation were not as well-received as those that were made with greater involvement. Ultimately, change must be made with intention, compassion and better understanding of the Episcopal church and the Jesus-centered life.



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### Prior Incumbents

Name	Position Title	Date Begun	Date Ended
The Rev. Willis R. Foster, Sr	Rector / Vicar / Priest-in-Charge	2010-07	2020-12

Name	Position Title	Date Begun	Date Ended
Canon James Smith	Rector / Vicar / Priest-in-Charge	2003-01	2010-01

Name	Position Title	Date Begun	Date Ended
The Rev. James A. King	Interim	2001-01	2003-01

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://ststephensbgva.org/>

Media Links:

> <https://www.facebook.com/ststephensbgva228>

Online References:

Languages Significantly Represented:

**English**

Provide Worship or Classes in:

**English**

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### References

Bishop:

757-213-3381 bishop@diosova.org

**The Rt. Rev. Susan B.  
Haynes**

Diocesan Transition Minister

757-213-3390 rhoffman@diosova.org

**The Rev. Canon Roy  
Hoffman**

Current Warden/Board Chair

804-687-1733 cbpjr@comcast.net

**Mr. Charles Palmer**

Previous Warden/Board Chair

804-368-5769 thompson1964@hotmail.com

**Mr. John Thompson**

Search Chair

804-605-4192 smallj51@comcast.net

**Ms. Joyce Small**

Parish/Institution

Local Community Leader

804-722-0321 sfisher@dcuhopecenter.org

**Mr. Scott Fisher**