



connex

IMPORTANT UPDATES FROM MINISTRY AND EMPLOYMENT

Please circulate to ✓ Treasurer ✓ M&P Committee
 ✓ Ministry Personnel ✓ Lay Employees ✓ Church Board/Office

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ChurchHub: Your New Online Portal

ChurchHub.ca is part of a significant shift in the life of our church and how we live out our call to ministry and discipleship. It is both a policy that was passed by General Council to be “regularized as the required process for ministry personnel and communities of faith to search for calls and appointments” and the support structure for communication between the denomination, ministry personnel, communities of faith, and members who participate in regional and denominational ministry.

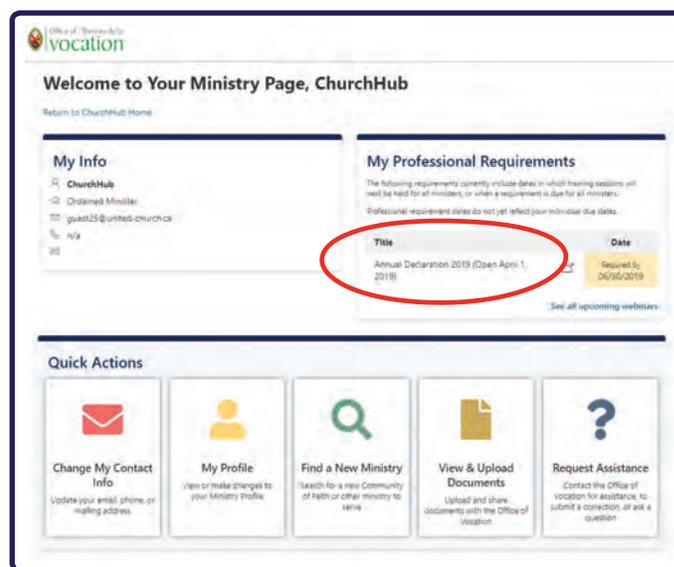
ChurchHub invitations have been issued via e-mail to 3,593 active ministry personnel and candidates. Invitations to community of faith administrators were sent in April and May.

If you or your pastoral charge has not received your invitation, please contact ministry@united-church.ca. If you have received your invitation but could use some technical support, please contact HelpDesk@united-church.ca.

Several how-to videos are available on the United in Learning website: www.united-in-learning.com/church-hub-training-videos.

A few things you may find helpful:

- Google Chrome is the optimum browser for the best ChurchHub experience. This is especially true if you are using an iPad or iPhone.



Once a minister or community of faith is on ChurchHub, they should notice it's time to fill in the Annual Declaration form. If it's not on the screen, e-mail ministry@united.church.ca.

- If you suddenly seem to have problems using ChurchHub, try to log in from a new incognito/private window in your browser. You'll find this option by clicking on the three dots on the top right corner of Google Chrome.
- If your Skills & Gifts profile is long, you may find that ChurchHub shows you a “Max Characters Exceeded” warning in red. The maximum is approximately 50,000 characters, so plan accordingly!

The Candidacy Pathway



Photo: © Vpntiz | Dreamstime.com

When someone says, “I want to become a minister,” what do you do?

With the launch of the Candidacy Pathway, new policies and procedures are in place to support the future leaders of the church.

Please take some time to review *Candidacy Pathway: Roadmap* on www.united-church.ca/handbooks. This guide walks people through how to get started on the pathway, offers direction on details that need special consideration and discernment at the initial stage, and provides orientation to the overall process of becoming a minister.

One thing that has changed is that there is no longer a fixed one-year discernment process. Discernment doesn't only happen at the beginning of someone's journey. Instead, it is understood in the following ways:

- The goal of discernment is to identify God's call for our lives. When someone has a decision to make (e.g., Am I being called to ministry? Can I do all that is required?), they prayerfully consider the answer. They allow the answers to emerge from the Spirit's leading.
- Discernment is a lifelong practice for those who seek to live faithfully. It takes place throughout a person's Candidacy Pathway process with each new decision made along the way.
- Everyone discerns differently because our relationship with

God and our spiritual practices vary. The Candidacy Pathway encourages everyone to discern in the way that is effective for them.

- The *Roadmap* outlines some considerations as a person begins their path to ministry.
- The church also discerns God's call and direction through the Candidacy Board. This includes being attentive to the Spirit's leading in all aspects of the process and prayerfully considering what the church needs in its leaders.

One of the steps on the pathway is to meet with a mentor. If you are asked to fill this role, please know that this is an honour and a gift. You can meet as many times as needed with the inquirer for your mutual discernment. Focus your time together on the following:

- Invite the person to share their faith journey, and provide them with feedback.

- Talk about how they feel God is calling them to ministry leadership, and discern whether you would affirm this direction for their life.
- Be responsive to their questions about what it is like to be ministry personnel in the church, and identify whether the reality matches their understanding. Discern together whether the role matches their gifts.
- Help them to understand the streams of ministry in our denomination, and encourage them to speak with ministry personnel in each stream. You are likely the best person to help them connect with diaconal, ordained, or designated lay ministry colleagues.

If at any point you or the person you are supporting on the journey has a question or needs guidance, please do not hesitate to contact your Office of Vocation Minister.

Check out these videos about the Office of Vocation and the Candidacy Pathway on www.YouTube.com/unitedchurchofcanada (click Playlists, then the Office of Vocation playlist):

- [Introducing the Office of Vocation](#)
- [Introducing the Structures of the Office of Vocation](#)
- [Candidacy Pathway](#)
- [Candidacy Pathway: Breaking Down the Roadblocks – Someone asks you to be their mentor](#)

Several Candidacy Pathway: Breaking Down the Roadblocks videos are available in the same playlist.

Understanding Your Annual Pension Statement

Annual member statements for the 2018 plan year will be issued to active, deferred, and retired members of the pension plan at the end of June.

Please check your personal information on the front of the statement to ensure it is complete and correct. Remember that if you have a spouse, they will automatically receive any preretirement death benefit as per pension legislation. However, you should also designate a beneficiary in case your spouse predeceases you.

If you have not begun receiving your pension, the statement will contain a box that looks something like this:

Your Pension	Your Future
FOR EVERY YEAR YOU PARTICIPATE IN THE PENSION PLAN YOU INCREASE YOUR RETIREMENT INCOME	\$XX,XXX THE AMOUNT YOU HAVE EARNED ALREADY
IN 2018, YOU EARNED \$XX,XXX THIS IS ADDED TO THE ANNUAL PENSION YOU'VE ALREADY EARNED	+ XX,XXX YOUR PROJECTED ANNUAL PENSION TO AGE 65
	+ 13,855 MAXIMUM C/QPP BENEFITS
	+ 7,217 MAXIMUM OAS BENEFITS
<hr/> \$XX,XXX YOUR TOTAL ANNUAL PENSION EARNED TO DECEMBER 31, 2018	<hr/> = \$XX,XXX YOUR ESTIMATED ANNUAL RETIREMENT INCOME (excluding other employer pensions or personal savings)

THE AMOUNT YOU HAVE EARNED ALREADY: is calculated based on your pensionable earnings and years of credited service.

YOUR PROJECTED ANNUAL PENSION TO AGE 65 is an estimate based on the assumption that you continue to work in the same job category until you reach age 65. If you stop working before that, or if your pensionable earnings change, this amount will also change.

MAXIMUM C/QPP BENEFITS: The amount shown as an example on your pension statement is the maximum amount payable under the Canada Pension Plan. **Not all Canadians receive the maximum; the estimated average annual amount of CPP for new recipients in 2019 is \$8,687.** For more information, visit the Service Canada website at www.canada.ca/en/services/benefits/publicpensions/cpp/cpp-benefit/amount.html.

To determine your personal benefit under the Canada Pension Plan, you can request a Personal Access Code (PAC) and then use this code to register for [My Service Canada Account](#). This in turn gives you access to your personal record of contributions and benefits earned under the Canada Pension Plan.

MAXIMUM OAS BENEFITS: Old Age Security is a pension you can receive if you are 65 years of age or older and have lived in Canada for at least 10 years. For details, visit www.canada.ca/en/services/benefits/publicpensions/cpp/old-age-security.html.

When planning for retirement, all of these sources of income, as well as your personal savings and any pension from previous employers, should be taken into account. We recommend consulting with a financial planner to help with your retirement planning.



Photo: © Summer68734579 | Dreamstime.com

2018 Pension Annual Report

The 2018 Pension Annual Report will be available at www.united-church.ca/leadership/church-administration/pension in early summer. It contains a summary of the financial statements, messages from the Moderator and General Secretary and chairs of the Pension Board and its committees, and updates on recent developments.

If you would like a printed copy, please contact the Ministry and Employment Unit: 1-800-268-3781, ext. 3031, or MinistryandEmployment@united-church.ca.



Pensioner Life Insurance

Retired members sometimes call with questions about Pensioner Life Insurance, such as the following:

- **How much coverage do I have?** The amount of coverage is modest at \$3,000. It is meant to help families with funeral expenses.
- **How much will this coverage cost me?** The church pays the full premium required to support your post-retirement life insurance. The premiums paid on your behalf for this insurance in any one year must be reported on your T4 as part of your income for tax purposes (a “taxable benefit”).
- **Can I cancel my post-retirement life insurance?** No, this benefit is mandatory. If you don’t have dependants to leave the money to, consider making Mission & Service your beneficiary.
- **How does my executor make a life insurance claim?** A life insurance claim form is available from the United Church Benefits Centre. Claim cheques are sent directly to the beneficiary/estate. A claim must be made within six months of the date of death.

Protecting Your Personal Information

If you contact the Benefits Centre, please do not put your social insurance number in an e-mail. We can look up your record by using your member identification number, from your Green Shield card, or by using your full name and date of birth.

Your social insurance number is confidential and **should never be used for identification purposes**. Others could use your social insurance number to obtain personal information about you and invade your privacy.

To learn more about protecting your social insurance number, visit the Government of Canada website at www.canada.ca/en/employment-social-development/programs/sin/protect.html.

CONTACT US

Connex is the newsletter of the Ministry and Employment unit at General Council Office and The Pension Plan of The United Church of Canada.

United Church Benefits Centre: 1-855-647-8222
(update personal information; start pension)
Benefits@united-church.ca
Disability@united-church.ca
Pension@united-church.ca

Green Shield Canada: 1-888-711-1119 greenshield.ca
(questions on coverage for health and dental; online tools; reminders)

Pastoral Charge Payroll Service: 1-800-268-3781, ext. 3132 or 2757
payroll@united-church.ca

Employee and Family Assistance Program (EFAP): Confidential, 24/7
1-800-387-4765 (English), 1-800-361-5676 (français) shepell.com

Ministry and Employment Unit at GCO: 1-800-268-3781
MinistryandEmployment@united-church.ca

Let us help

Career Counselling: Retirement Planning Program

Prepare for your retirement with confidence with helpful advice and resources through your Employee and Family Assistance Program (EFAP).

Retirement offers more choices and opportunities than ever before. Will you focus on your interests and hobbies, travel more, or maybe start a new career? The Retirement Planning program (offered as a component of our Career Counselling service) helps alleviate stress and apprehension by providing tips and manageable solutions to ensure a happy, successful transition into retirement.

How it works

Access the program through one easy call to our Care Access Centre. Your Client Care Representative will match you with a counsellor who will work with you via sessions over the telephone to assess your needs and explore options as you plan for your future.

The Retirement Planning Program explores:

- The key elements needed to set and achieve retirement savings goals
- How to make appropriate investment decisions
- Various sources of retirement income
- How to budget for various phases of retirement
- The steps needed to successfully transition from work to retirement
- The emotional, mental, and physical changes, challenges, and rewards of the aging process

The result

You will be better able to perceive, process, and respond to stressful situations and take proactive ownership of your retirement.



Connect with us for confidential support or to learn more

Set the goals and make the decisions right for your retirement with the **Career Counselling: Retirement Planning Program** through your EFAP.

For immediate assistance, contact us at **1.844.880.9142** or visit **workhealthlife.com**.



Download My EAP app now at your device app store or scan the QR code.



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Orientation professionnelle : programme de planification de la retraite

Préparez votre retraite en toute confiance grâce aux conseils judicieux et aux ressources de votre programme d'aide aux employés et à la famille (PAEF).

La retraite offre maintenant plus de choix et de possibilités que jamais. Consacrerez-vous votre temps à vos loisirs, à des voyages ou peut-être à une nouvelle carrière? Le programme de planification de la retraite s'intègre à nos services d'orientation professionnelle. Il aide à atténuer le stress et l'anxiété en vous offrant des conseils et des solutions pratiques afin que vous puissiez vivre une transition heureuse et harmonieuse vers la retraite.

Fonctionnement

Pour accéder au programme, il suffit de composer le numéro de notre centre d'accès aux services. Vous serez jumelé à un conseiller qui, au cours de séances téléphoniques, vous aidera à évaluer vos besoins et à explorer vos options pour planifier votre avenir.

Le programme de planification de la retraite couvre les points suivants :

- principaux éléments nécessaires pour atteindre ses objectifs d'épargne-retraite;
- conseils pour prendre les bonnes décisions en matière de placements;
- sources variées de revenus à la retraite;
- préparation d'un budget pour les diverses étapes de la retraite;
- étapes à suivre pour bien vivre le passage à la retraite;
- changements sur le plan émotionnel, mental et physique, et défis et avantages associés au vieillissement.

Résultats

Ce programme vous permettra de mieux percevoir et gérer les situations stressantes, et de prendre en main votre retraite de façon proactive.



Communiquez avec nous pour obtenir du soutien confidentiel ou en savoir davantage.

Fixez des objectifs et prenez les bonnes décisions en vue de votre retraite grâce au **programme de planification de la retraite** offert par votre PAEF.

Pour un soutien immédiat, communiquez avec nous au **1.844.880.9143** ou visitez le site **travailsantevie.com**.



Téléchargez l'application Mon PAE à partir de la boutique d'applications de votre appareil ou saisissez le code QR ci-contre.

