



Office for
Transition
Ministry

Ministry Portfolio

Full Portfolio (last updated Jan 7, 2026)

St. Ann's Episcopal Church, Maine

40 Windham Center Road, Windham , ME 04062, United States

Contact:

Rector / Vicar / Priest-in-Charge | Receiving Names until 03/31/26.

sroberts@episcopalmaine.org

Weekly Average Sunday Attendance (ASA)	Number of Weekend Worship Services	Number of Weekday Worship Services	Number of Other per Month Worship Services
69	2		1
Current Annual Compensation	Cash Stipend	Housing / Rectory Detail	Utilities
SECA reimbursement	Compensation Available for New Position	Housing Available for	Pension Plan
	\$70000		We're in compliance with CPF requirements.
Healthcare Options	Dental	Housing Equity Allowance in budget	Annual Equity Amount
Full family	Yes		
Vacation Weeks	Vacation Weeks Details	Continuing Education Weeks	Continuing Education Weeks Details
4		2 (standard)	
Continuing Education Funding in budget	Sabbatical Provision	Travel/Auto Account	Other Professional Account
\$501-\$1000/year	Yes	Yes	Yes

Base compensation would be increased for experienced clergy.

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

St. Ann's recently organized and hosted an ecumenical Pentecost celebration with four other local churches. Faith Lutheran, Westbrook Warren UCC, The Church of Jesus Christ of Latter-Day Saints, and Windham Hill UCC joined us to put on a supper and shared Pentecostal liturgy. The Holy Spirit was truly present! The cookout and buffet spread set the stage for an enjoyable meal—breaking bread with so many in our community for networking and fellowship. Several clergy from the different churches were observed in friendly chatter, and a vestry member was delighted to see a bicycle friend from the LDS church. The Bishop of the Episcopal Diocese of Maine joined us and connected with many attendees in person. The liturgical event, with shared choir music before and during the service, was moving and Spirit-filled. The directors of the five choirs collaborated to lead an inspirational medley of joint and solo hymns and anthems. Goodwill donations for the St. Ann's / Faith Lutheran Essentials Pantry were accepted. Events like this reflect our desire to be a joyful, Spirit-led community rooted in connection, something we look forward to growing under new full-time pastoral leadership.

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

We used a Congregational Assessment Tool (CAT) to identify areas for positive change. The vestry held a retreat for strategic planning around four priorities identified by the CAT survey: attracting families with children; membership-growth strategy; development of spiritual-formation and education programs; and development of a financial-growth strategy. With a large new middle school being built across the street, we see exciting possibilities to connect with families and students through vibrant formation and after-school programs. We hired a nursery attendant to provide child care during the 10 AM service and are developing more robust lay-ministry programs to support our new rector. Current fundraisers include the annual stewardship campaign, Christmas Fair, Golf Scramble. Soliciting endowments is an identified future priority, affirmed in congregation listening sessions. We are excited by what's ahead and eager for a rector who will walk with us in discerning new ways to live out our faith, reach families, and deepen spiritual growth. We envision a future in which stewardship, endowment growth, and expanded lay leadership sustain a thriving and welcoming congregation.

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

collaborative spirit, deep listener, inspirational, Leadership abilities

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

St. Ann's offers a traditional, low-church style of worship with a deep sense of reverence and warmth. • 8:00 AM — a quiet, contemplative Eucharist beloved by those who cherish stillness and reflection (though the Peace can be exuberant!). • 10:00 AM — a more musical and family-friendly service with choir and children's participation. Healing prayers are offered after both services for those seeking renewal and comfort. We also hold lay-led Morning Prayer on the fourth Sunday of each month and a lay-led Healing Service once or twice monthly. While our roots are traditional, we are open to exploring creative expressions of worship that deepen our spiritual life and engage the broader community. Our congregation is known for its welcoming and open atmosphere, making everyone feel included and valued. During our year of shared clergy with Faith Lutheran, St. Ann's introduced Morning Prayer every fourth Sunday. Led by our deacon or a lay leader, this has continued through our interim period, and we hope some elements, especially the variety of voices, will continue.

How do you practice incorporating others in ministry?

Incorporating others into ministry at St. Ann's is done by inviting people to serve in various ministries. We have successfully revived the Welcome Committee post-COVID. Having had a pastor-centric approach in recent years, we're intentionally broadening the definition of lay ministry and involving more people in varied activities—recruiting volunteers for the Discernment Committee, Christmas Fair, and lay-reader teams; encouraging participation in outreach programs; and making volunteer opportunities more visible. Specific strategies include mingling at community suppers and fairs to recruit volunteers, offering opportunities at varied times, emphasizing the joy that comes from serving others, encouraging individuals to use their own interests and skills, and providing chances to serve the wider community. Every committee that is not service-specific includes members from both the 8 AM and 10 AM services. We are joyfully learning to share ministry more broadly, encouraging each member to discover their gifts and passions in service to God's people.

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

The worshipping community at St. Ann's prioritizes care for the congregation's spiritual, emotional, and physical well-being through a range of ministries. Spiritually, we worship together weekly and on holy days, invite personal thanksgivings and prayers during the Prayers of the People, and offer small-group and daily devotions. To support emotional wellness, we have a Thursday-morning book group that has met for 30 years, a myriad of volunteer opportunities, a Healing Team that meets monthly, small faith groups, and our Beyond Blue Christmas Healing Service each December. For physical health, we provide an Essentials Pantry, the Kelli Hutchison Memorial Playground, and Thursday Community Meals, sending leftovers home with attendees. We believe that caring for one another—body, mind, and spirit—is a vital expression of our Christian faith and community life.

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

Pastoral care beyond our worshipping community includes sending lay eucharistic ministers to shut-ins, organizing meal deliveries, and volunteering in community organizations. Our deacon visits hospitalized congregants, and our Love in Action program sends notes and cards to those in need. We have a dedicated prayer chain, offer Ashes and Palms To Go at the local post office, and maintain a prison ministry serving the Maine Correctional Center in Windham. Though volunteer rules changed after COVID, our deacon now joins other clergy to bring communion and conversation to inmates, and we hope to expand this ministry with our new rector. Our popular Kelli Hutchison Memorial Playground is also a place of community connection—offering welcome, friendship, and invitation to those beyond our doors. Our new rector will find fertile ground for expanding these ministries and building deeper connections with our neighbors.

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

We are actively involved in the wider church and local region through ecumenical partnerships. We shared clergy with Faith Lutheran Church, participate in joint Pentecost, Thanksgiving, and MLK services, and support the Thursday Meals Program. Our outreach supports the Fuller Center for Housing, keeping veterans and elders in their homes. We march in the Pride Parade, offer Ashes and Palms To Go at the Windham Post Office, and organize the Essentials Pantry. We host the annual Golf Tournament and Christmas Fair, celebrate Welcome Back Sunday, bless animals on the feast day of St. Francis of Assisi and run backpack and stocking programs for local schoolchildren. Our prison ministry visits biweekly, and our teens join the area-wide Youth Service Corps. We also collaborate with Age Friendly Windham to promote local services. We take pride in being known as a community partner and hope to continue deepening our presence as a beacon of faith and service in Windham.

Tell about a ministry that your worshipping community has initiated in the past five years. Who can be contacted about this?

Our community partners with local churches and the Wayside Soup Kitchen to provide a Thursday Community Meal—supporting those who are food-insecure and those seeking fellowship. St. Ann's also participates in the Fuller Center for Housing, focusing on home repairs for seniors and veterans to help them remain safely in their homes. These ministries exemplify St. Ann's commitment to hands-on discipleship and collaboration—values we hope to continue nurturing with our next rector.

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

Stewardship is multifaceted with time, treasure, and talent allowing members to contribute in various ways. The stewardship committee actively seeks financial pledges during the annual fall pledge drive. Stewardship committee members speak to the congregation on Sundays during the fall pledge drive to outlay St. Ann's expenses and appeal for financial pledges, as well as time and talent volunteer opportunities to support the Church. St. Ann's has multiple opportunities for those who cannot afford to financially pledge but are able to volunteer their time and talent. An additional fund-raising program is through the Brick Campaign. This was developed to provide revenue in addition to that raised through the annual pledge drive. St. Ann's members can purchase and engrave bricks which will be used to pave the walkway leading up to the Church. We are always open to exploring new ideas around stewardship.

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

Several years ago, a committee explored whether St. Ann's could be listed as an Open and Affirming church. We completed anonymous surveys and participated in discussions. Results showed that St. Ann's was welcoming to LGBTQIA+ people but not yet affirming. Some objected to same-sex marriages, Bishop Brown's election, and baptisms of children of same-sex couples. A small number of parishioners strongly opposed these efforts, leading to a challenging period of division and discernment. We struggled to find unity. Through prayer, conversation, and courageous leadership, we emerged stronger—united in our commitment to Christ's inclusive love. The vestry adopted the following statement of inclusion, understanding it might still challenge some but believing it reflects our true call: "St. Ann's joyfully affirms the full inclusion of LGBTQIA+ people in every aspect of our common life—in worship, leadership, fellowship, and service. We strive to create a safe, open, and affirming environment where every person is welcomed as a beloved child of God. We seek to reflect the inclusive love and compassion taught by Jesus and to be a visible sign of God's grace in our community and beyond."

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?

A significant change was our one-year clergy-sharing arrangement with Faith Lutheran Church, ending June 2024 with our rector's departure. When Faith Lutheran's pastor accepted another call in 2023, we explored sharing a priest. Informational sessions explained the plan: our rector would serve there one Sunday per month, while our deacon or lay leaders led Morning Prayer here. This transparency built trust, and the arrangement had positive outcomes. Some still miss weekly Eucharist, but we learned that clear communication, open dialogue, and flexibility foster success. As we now transition to calling a new rector, we continue to emphasize transparent communication. Weekly or bi-weekly transition emails and service announcements invite questions, and we include a Transition Prayer at every service. We've learned that open communication, transparency, and prayer are the foundations of faithful change. We are eager for a rector who will help us continue growing in these practices as we look toward the future with hope.



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Prior Incumbents

Name	Position Title	Date Begun	Date Ended
Timothy Higgins	Rector / Vicar / Priest-in-Charge	2007-07	2024-06

Name	Position Title	Date Begun	Date Ended
Roy Partridge	Rector / Vicar / Priest-in-Charge (Part-time)	1998-01	2005-01

Name	Position Title	Date Begun	Date Ended
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Church School	Number of Teachers/Leaders for Children School	Number of Students for Children School
	2	6

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

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.stannsepiscopalchurch.com/>

Media Links:

Online References:

> <https://www.facebook.com/StAnnsEpiscopalWindhamME04062>

Languages Significantly Represented:

Provide Worship or Classes in:

References

Bishop:

The Right Rev. Thomas J. Brown

Diocesan Transition Minister

Rev. Suzanne G. Roberts

sroberts@episcopalmaine.org (207)749-4166

Current Warden/Board Chair

Previous Warden/Board Chair

Search Chair

Parish/Institution

Local Community Leader