

FINDING AID

Administrative Records of the Conference of Manitoba and Northwestern Ontario Fonds

Series 516/3

Education and Justice Unit

- 516/3/1 Justice Committee
- 516/3/2 Education Committee
- 516/3/3 Communication Committee

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500 Manitoba and Northwestern Ontario Conference fonds. -- 1917 - 2004; predominant 1954-1993. -- 43m of textual records and other material.

The Conference of Manitoba came into existence in June of 1925 with the creation of The United Church of Canada through the union of the Methodist, Presbyterian, Congregational and Local Union Churches of Canada. The name was changed in 1980 to the Conference of Manitoba and Northwestern Ontario as a result of a successful petition to the General Council of the United Church by Cambrian Presbytery. The Conference encompasses the entire province of Manitoba and the area of Northwestern Ontario drained by the Rainy River and Winnipeg River systems as far east as Marathon, Ontario and south to the United States border.

The Conference has an administrative as well as a geographic meaning. The thirteen conferences within The United Church of Canada function as a governing body or court of the church. Very simply, they are composed of members of the Order of Ministry on the roll of Presbyteries within the geographical bounds of the Conference and lay persons under appointment to administrative or staff positions within the Conference by a court of the church or the United Church General Council. These are matched by an equal number of lay representatives elected from the Pastoral Charges within the Conference. Chairpersons of Conference Committees and the President of the Conference United Church Women are also members of Conference. In addition to the obligation to meet annually and to appoint a Conference Executive, the Conference was charged with appointing Standing and Special Committees to carry out the day to day work of the Conference. In 1925 these were Education and Students, Evangelism and Social Service, Foreign Missions, Home Missions, Pensions, Publications, Religious Education, Missionary and Maintenance Fund, Church Property, Settlement, Statistics, Historical and Obituaries.

With a few exceptions, the structure of Conference remained essentially the same until 1972 when a major realignment of the administrative structure of the United Church at the General Council (National) and Conference levels took place. In 1972, the Boards of Home Missions, Evangelism and Social Service and Christian Education had ceased to exist along with the staff positions associated with that work. New paid staff positions which made their first appearance around this time were Regional Director of Broadcasting in 1971 (lasting only until 1972), the positions of Conference Personnel and Conference Administrative Support in 1972 and the positions of Leadership Development and Program Resource in 1973. In 1975 and 1976, and again from 1989 to 1993, a staff position for Communications was added. In 1983, the Conference staff position of Christian Development and Outreach was created and, in 1986, an Evangelism and Social Action staff person as well as a full time Conference Archivist was hired.

The changes in National and Conference administrative structure, which resulted from a move towards more regional and local control of church programs, were reflected in the evolution of Conference Committees. The powerful Conference Home Missions Committee and its sub-committees, responsible for overseeing the mission initiatives of Conference and the administration of mission grants according to Board of Home Missions directives, had been replaced by the Administrative Support Committee (briefly called the Congregational Support Committee) by 1973. Another major reorganisation of the Conference committee structure took place in 1983 when a system for the division of the work of Conference committees among four Councils (Stewardship, Worship and Education, Ministry and Personnel, Evangelism and Social Action) was devised. Committee chairs reported to their respective Councils that in turn were represented on the Conference Executive.

Another major reorganisation of Conference Structure took place in 1993. At that time, the pressure of meeting current demands with dwindling resources resulted in a move to reduce the number of Presbyteries from eight to six. The work previously allocated among four Conference Councils was then divided between three Program Units (Education and Justice, Ministry and Personnel, and Stewardship and Mission). The number of Committees reporting to the Program Units, and through them to the Conference Executive was reduced. Salaried staff were also decreased and reorganised to include the positions of Executive Secretary, Education and Justice staff person, Stewardship and Mission staff

person, Personnel staff person and Conference Archivist. Further changes to the Conference Structure were made in 2005.

Many of the materials which make up this Conference fonds had been stored in the basement of the Conference administrative offices at 120 Maryland Street in Winnipeg in an ad hoc manner for varying lengths of time over a period of approximately forty years before coming into the Archives. Generally, the records of Conference executive, staff and committee chairs were transferred to the basement at the end of their term of office. Renovations to and rearrangement of the basement area resulted in the movement of the materials around the storage area on more than one occasion. It is probable that space constraints resulted in the unrecorded disposal of an undetermined number of documents and other materials throughout the storage period. Administrative records in storage at 120 Maryland were formally transferred to the Archives in 1989. The movement of the Conference administrative offices to a new address in the fall of 1996 precipitated an inventory and the relocation of those records in 1995 prior to the move. The balance of the fonds consists of record series that had been accessioned by the Archives at various periods prior to 1995. The provenance of records accessioned prior to 1976 is often obscure.

The fonds consists of textual and other materials generated by the Conference, the Conference Executive, Conference Staff Associates and Conference Committee members in the fulfilment of their mandate as outlined in *The Manual of The United Church of Canada* from 1925 to 1994. Throughout the life of the fonds, several Conference staff members have served in more than one church or community administration simultaneously while keeping unified files. This has resulted in materials from other administrative jurisdictions being interspersed among the fonds.

Fonds are composed of the following series: Conference Annual Meetings, 1925-1993; Conference Executive, 1925-2002; Conference Offices, 1958-1989; Committees, Task Forces and Working Groups Answering to the Executive and Sub-Executive, 1968-1993; Manitoba Conference Branch of The United Church Woman's Missionary Society, 1918-1962; Manitoba Conference Branch Woman's Missionary Society Archives Collection, [ca.1885-ca.1960]; Manitoba Conference Lay Association, [ca.1910]-1962; District Council AOTS, 1964-1977; Conference Committee on Christian Education, 1927-1992; Conference Home Missions Committee, 1926-1973; Superintendents of Home Missions, 1926-1973; records of the Administration of Norway House Residential School, 1954-1967; Conference Hospitals, 1923-1982; Home Missions Inter-Conference and Ecumenical Groups, 1956-1969; Conference Evangelism and Social Service Committee, 1933-1976; Conference Congregational Life and Work, 1952-1979; Church in Society Committee, 1976-1983; Evangelsim and Social Action Council, 1983-1993; Inter-Conference and Ecumenical Groups reporting to the Evangelsim and Social Action Council, 1972-1999; Conference Communications, 1964-1992; Worship and Education Council, 1981-1994; Worship and Education Council Women's Groups, 1982-1992; Education and Justice Unit, 1987 - 2004 (predominately 1993 - 1998); Committee on Education, Students and Church Vocations, 1975-1978; Conference Education Committee, 1972-1983; [Interim] Placement Committee, 1970-1972; Conference Settlement Committee, 1971-1980; Conference Staff Committee, 1966-1992; Ministry and Personnel Council, 1982-1993; Conference Personnel Officer, 1972-1993; Conference Personnel Records, 1957-1993; records of the Conference Finance Committee, 1964-1974; records of Conference Administrative Support, 1973-1983; records of Administrative Support Staff, 1972-1993; Conference Stewardship, 1967-1993; Church Camps, 1918-1975; Church Home for Girls, 1945-1976; Women's Union, 1926-1958; Manitoba Conference Woman's Association, 1946-1962; Conference United Church Women, 1963-2002; Fellowship of Professional Women, 1949-1980; Manitoba Canadian Girls in Training, 1918-1990; and the Manitoba Student Christian Movement, 1923-1981.

Title based on contents of fonds.

The fonds also includes ephemera, photographs, slides, audio tape recordings, video tape recordings and 50 sets of blueprints, plans and architects' drawings.

Original order of many of the series of the fonds was substantially obscured during the storage period and many materials were in an extremely disorganised state with no original order or access points apparent; where necessary, order based on administrative function has been reconstructed by the arranging archivist.

Some restrictions on access; see series descriptions.

Finding Aids consist of series descriptions and box lists; some sub-series and file level description available.

Further accruals are expected.

Records of the Education and Justice Unit. -- 1987 - 2004. -- 14 cm textual material.

The Education and Justice Unit was created as part of a major reorganization of Conference Structure in 1993. The purpose of the Education and Justice Unit is to co-ordinate all aspects of leadership training for all age and gender groups to equip them for ministry in the name of the church; to study; to study, develop and promote effective use of all appropriate media of communication; to provide oversight of the United Church Publishing House and AVEL; and to research, study and educate the conference on relevant justice issues and act upon or voice opinions on these issues. The Unit consists of 3 Committees: Communication, Education, and Justice. The Communication Committee includes the representative to the General Council Division of Communication; and representatives from the AVEL Management Committee; Regional Advisory Committee; The Manitoba and Northwestern Ontario Conference News Committee; Resource Centre Committee; ConfoPac Convener; Observer Conference Convener; Sunday Scope Convener and Spirit Connector. The Education Committee includes the Life Long Learning Committee; Ministry with Children Committee; Ministry with Young Adults and Youth Committee; a representative to the CGIT Board and a representative to the CGIT and to the General Council Division of Mission in Canada. The Justice Committee includes the Residential Schools Task Group; Sexism Committee and a representative from the Division of Mission in Canada. All Unit Executives discontinued after another restructuring of Conference in 2004.

The records of the Education and Justice Unit came to the Conference Archives as part of a transfer of records from the Conference office in 2006.

The records of the Education and Justice Unit held by the Archives include records of the Justice Committee (1987 -1998); records of the Education Committee (-1994 - 1998); and the Communication Committee (1998 - 2004).

Title based on contents.

Sub - series description available.

Further accruals are expected.

Accession: 2006 - 28

Location: Box 542 (Off – site CA0453)

516/3/1 Records of the Justice Committee. -- 1987 - 1998. -- 6 cm textual material.

The purpose of the Justice Committee is to research, study, and educate the Conference on relevant issues and to develop strategy to have a voice or to act on specific issues. Committee membership includes representatives from the Residential Schools Committee; Sexism Committee; Division of Mission in Canada as well as a liaison with the Global Concerns Committee.

The surviving records of the Justice Committee include: minutes (1996 - 1998); correspondence (1996 - 1998); Event Planning Materials and Evaluations (1994); Presentations to Government (1987 - 1997); records of the Inner City Ministry Group (1993); Conference Resolutions and Related Material (1995); records of the Gambling Concerns Coalition (1994 - 1996); Youth Justice (1994 - 1998); records of the Sexism Committee (1991 - 1997); records of the Racism Committee (1990 - 1994); Aboriginal History Committee (1996 - 1998).

Title based on contents.

516/3/2 Records of the Education Committee. -- 1994 - 1998. -- 4 cm textual material.

The purpose of the Education Committee is to ensure that resources and programmes for education and leadership development are available to the Conference Membership in the committee includes representatives from the Life Long Learning Committee; Ministry with Children Committee; Division of Mission in Canada; Ministry with Young Adult and Youth Committee.

The surviving records of the Education Committee include: Ministry with Young Adults and Youth Committee [1995 - 1997]; Event Planning Committee (1994 - 1995); Correspondence (1996 - 1997); Minutes (1996 - 1996); Ministry with Children Committee (1995).

Title based on contents.

516/3/3 Records of the Communication Committee. -- 1992 - 2005. -- 4 cm textual material.

The purpose of the Communication Committee was to coordinate and foster effective communication for and between the Conference Units, Communities, and Constituents and to promote and support educational programmes and resources. The Committee, as well as many of its Standing Committees, was renamed and re - organized in 2004.

The surviving records of the Communication Committee include records of the AVEL Committee (1998 - 2004) and records of the News Committee (1992 - 2005).

For records prior to 1992, see the Worship and Education Council.

Title based on contents

Box List

**Box 542 (Off Site CA0453)
Education and Justice Unit**

- Justice Committee Minutes 1996 - 1998
- Justice Committee Correspondence 1996 - 1998
- Justice Committee - " A Day for Justice" Event Planning Materials and Evaluations October 29 and 30, 1994
- Justice Committee - Nuclear Waste Disposal Presentations to Government 1987 - 1997
- Justice Committee - Inner City Ministry Group Minutes May 14, 1993
- Justice Committee - Resolutions from 1995 Conference Annual Meeting re: Gun Control and Related Material from Coalition for Gun Control
- Justice Committee - Forest Utilization Resolutions and Discussion Paper 1993
- Justice Committee - Gambling Concerns Coalition Correspondence and Submissions 1994 - 1996
- Justice Committee - Youth Justice Correspondence 1994 - 1997

Education and Justice Unit

- Justice Committee - Youth Justice Minutes 1994 - 1998

- Justice Committee - Chaplaincy Manitoba Youth Centre Correspondence 1996 - 1998 and Minutes 1996 - 1997
- Justice Committee on Sexism Minutes and Correspondence 1991 - 1994
- Justice Committee - Sexism Committee Minutes 1994 - 1997
- Justice Committee - Sexism Correspondence 1994 - 1997
- Justice Committee - Racism Committee Minutes (December 9, 1922) and Correspondence 1990 - 1994
- Justice Committee - Aboriginal History Committee Correspondence 1996 - 1998
- Education Committee - Ministry with Young Adults and Youth Committee - Youth Labour Day Minutes 1995 - 1997 (includes evaluations, grant applications, budget and handouts)
- Education Committee - Ministry with Young Adults and Youth Committee
Notes from Re - inventing The Event
- Education Committee - "Dancing at the Edges" Event Planning Committee Minutes 1995 and Correspondence 1994 - 1995 (includes evaluations)
- Education Committee Correspondence 1996 - 1997
- Education Committee Minutes 1996 - 1998
- Education Committee Ministry with Children Committee Summary of Support for Young People 's Vote at Annual Meetings 1995
- Communication Committee - AVEL Committee (Worship and Education Council Communication) Minutes 1998 - 1999
- Communication Committee - AVEL Committee (Worship and Education Council Communication) Minutes 2000 - 2001
- Communication Committee - AVEL Committee (Worship and Education Council Communication) Minutes 2002 - 2004
- Communication Committee - News Committee- "New Spirit" 1992 -1996
- Communication Committee - News Committee - "New Spirit" 1997 - 2005 (n.i.)
- Communication Committee -News Committee - "Just The Fax..." 1996