

MINISTRY WORKGROUP (updated on August 24th 2016)

MINISTRY WORKGROUP

Membership: at least ten members based on ideally two people from each of the Resource Groups, where possible. The group will include one member of the Presbytery Council.

The group will consult with the Resource Groups and congregations, as necessary, as well as Parish Reviews Workgroup.

Reports: the Convener to send a written report, with recommendations for inclusion in the Presbytery Council agenda, and write a report for Presbytery Gatherings.

Duties: The Workgroup will oversee the following core functions:

Ministry Roles: Ministers (NOM and LOM), **Local Ministry Teams** (especially paid employees who are part of the Team). It is preferable, but not compulsory that any employment contracts for lay appointments, youth pastors, children and family workers, etc, should be lodged with the Presbytery to ensure that contracts are fair, and follow current employment practices).

The Workgroup will:

- oversee all employment requirements including complaints procedures
- authorise the parish elders able to administer communion and baptism
- encourage pastoral oversight of all ministers and parish leaders
- oversee supervision requirements, make list of supervisors available, ensure all ordained Ministers (NOM and LOM), Local Ministry Teams, and paid ministry staff have supervision.
- oversee study leave requirements which will include assessment, distribution, and recording of entitlements

Ministry Reviews:

- Ensure all current ministers, national and local, hold a Certificate of Good Standing
- Ensure all Ministers have been reviewed every three years
- Ensure all Local Ministry Teams have been reviewed on a regular basis and especially prior to reappointment
- Review format of local ministry teams are the responsibility of the Presbytery to develop and conduct.
- Presbytery Clerk (currently Executive Officer) to keep a register of all Ministers, and Local Ministry Teams, and dates of reviews.

Oversight of parishes with ministerial vacancies:

- Appoint Interim Moderators (or similar oversight)
- Appoint conveners and presbytery members of Ministry Settlement Boards
- Approve Terms of call so MSB can proceed to fill a vacancy

- Recommend to Presbytery Council the approval of ministry calls, terms of call and stated supply appointments

Overview of Synod applications: consider and initiate applications from parishes to the Mission and Evangelism Fund of the Synod of Otago and Southland according to clearly known Presbytery strategy on behalf of the Presbytery.

Congregations/Parishes:

- advise Presbytery Council concerning the forming, amalgamating and dissolving congregations
- advise Presbytery Council concerning the change of congregational leadership structures (i.e. changing from session and managers to Parish Council, forming LMT)
- advise Presbytery Council concerning the the dissolving of pastoral ties between minister and congregation
- encourage Resource Groups in their roles and responsibilities

Local Ministry Teams:

- consider the ministry needs of congregations, and the sustainability and suitability of proposed and existing ministry teams
- determine probationary period, training as it sees fit
- arrange for the Presbytery Moderator or their designate to commission local ministry teams for probationary period
- review local ministry teams at end of probationary periods, and confirm commissioning *or* extend probation *or* where appropriate dissolve the team