

Ref #	Title/type	Description	National Criminal Record Check	WWCC/WVPC	Right to Work	Background Check (Quals, social media, previous roles)	References	Bankruptcy check	ASIC check	APRA check	Internal Service Check	External Service Check	Health Assessment (Physical)	
1	Minister of the Word	Ministers ordained by the Church who primarily serve a gathered community	√	√	√	TBC	√	X	X	X	Applies for all internal candidates	X	X	
2	Deacon/Deaconess	Ministers ordained by the Church who primarily serve beyond the congregational setting in context of mission and evangelism e.g. in chaplaincy (prisons, hospitals, schools)	√	√	√	TBC	√	X	X	X		X	X	
3	Supply Minister	Supply ministry is used to describe a ministry of short duration, usually a few weeks to 12 months, covering periods of where a settled Minister is unable to fulfil their responsibilities.	√	√	√	TBC	√	X	X	X		X	X	
4	Intentional Interim Ministry (IIM)	Intentional Interim Ministry (IIM) is a ministry of short term duration, usually for twelve months or 2 years.	√	√	√	TBC	√	X	X	X		X	X	
5	Chaplain	Chaplains (Uniting) ordained by the Church who primarily serve a gathered community i.e. a Congregation.	√	√	√	TBC	√	X	X	X		X	X	
6	Lay Minister	Minister who is NOT ordained by the Church who primarily serve a gathered community i.e. a Congregation.	√	√	√	TBC	√	X	X	X		X	X	
7	Applicant	A person who has applied to become a candidate for the ministry of Minister of the Word or Deacon.	√	√	√	TBC	√	X	X	X		X	X	
8	Candidate	A person preparing for ministry as Minister of the Word or Deacon.	√	√	√	TBC	√	X	X	X		X	X	
9	Exit candidate	A candidate who has fulfilled their education and formation requirements for ordination.	√	√	√	TBC	√	X	X	X		X	X	
10	Ministry of Pastor (Agent)/ non-ordained Chaplain	Commissioned for a set time/contract assignment	√	√	√	TBC	√	X	X	X		X	√	
11	Religious Practitioner (RP)	Commissioned for a set time/contract assignment	√	√	√	TBC	√	X	X	X		X	X	
12	Ministers/chaplains transferring to UCA or other denominations	Ministers ordained by the Church who primarily serve a gathered community i.e. a Congregation.	√	√	√	√	√	X	X	X		√	X	
13	Ministerial persons employed in corporate positions	e.g. Educators, Department heads	√	√	√	X	√	X	X	X		X	X	
14	Positions employed by presbyteries/congregations	e.g. Youth worker, office worker, ... roles covered by an award	√	√	√	X	√	X	X	X		X	X	
15	Executive Positions	Director and Executive Director (& equivalent roles)	√	√	√	√	√	X	X	√		X	√	
16	UFS roles	All UFS roles	√	X	√	√	√	√	√	√		X	X	
17	Uniting Venues	Frontline venues roles	√	√	√	√	√	X	X	X		X	X	
18	Synod Positions (direct contact with children/vulnerable people)	Nature of contact with Children/Vulnerable People to be clearly detailed in role description	√	√	√	X	√	X	X	X		X	X	
19	Synod Positions (no direct contact with children/vulnerable people)	Includes corporate roles (non executive)	√	X	√	X	√	X	X	X		X	X	
20	Volunteers		Refer to Volunteer Policy											
21	Special Religious Education teachers	Volunteers who teach religious education in schools	√	√	X	X	√	X	X	X		X	X	X
22	Sunday School Teacher	Volunteer over the age of 18 who teaches Sunday School	√	√	X	X	√	X	X	X		X	X	X
23	Church Council members	Elected lay leaders who serve on church council	?	√	X	X	√	X	X	X		X	X	X

Depending on nature of role

required to have completed SRE module training

Notes Background check: includes verifying CV, licenses, quals etc
References: must include most recent direct manager
External service check: requires written consent from applicant

Questions Record keeping, particularly when not on payroll
Record keeping in terms of where checks are held