

VITAL MINISTRY

IN THE UNITING CHURCH

**POSITIVE, ENCOURAGING PERFORMANCE
APPRAISAL OF MINISTERS FOR HEALTHY
MINISTRY ENGAGEMENT**

GUIDELINES FOR MINISTRY CONSULTATIONS

Stage 1: From JNC to Affirmation of call



**uniting
church**
in Australia,
Synod of NSW & ACT

Acknowledgements

These Guidelines were developed under the auspices of the Standing Committee of the Synod of NSW and the ACT. The work was overseen by the Placements Committee through a small Task Group (Rev. Chris Udy, Rev. Duncan MacLeod, Ms Roxanne Harris, Rev. Jane Fry and Rev. Graham Perry). The Task Group would like to acknowledge with appreciation the extraordinary work of Graham Perry in developing and refining this Vital Ministry consultation process in 2015.

Status

NSW/ACT Placements Committee Policy Day, 9 December 2015

Vital Ministry Paper

Note that this paper is designed to enhance ministry and to support presbyteries:
198/15PC Resolved

That the Placements Committee

endorse the Vital Ministry process and request that the Synod Associate Secretary provide it to PRCs and encourage them to adopt and apply it as a resource.

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Vital Ministry in the Uniting Church

Introduction: Positive, Encouraging Performance Appraisal

Vital Ministry is an appraisal process for UCA specified ministers based on the assumption that ‘all ministers are responsible to God for the ministry entrusted to them and accountable to the Church through the Presbytery for the way in which that ministry is exercised’ (Reg. 2.9.1).

Ministry is a gift and trust for which each individual holds account. Accountability includes a preparedness to grow and develop on the basis of experience and the learning that accompanies it. Presbytery oversight, therefore, is about affirmation and encouragement as well as challenge and, if necessary, correction.

Vital Ministry derives from the shared responsibility for ministry in which the Presbytery offers a ministry of both affirmation and accountability. It provides an opportunity for Minister, Presbytery and congregational leaders to look back and reflect on what has happened over the last period of ministry and, informed by that, to look forward to planning, anticipate and develop a vision for what lies ahead.

Vital Ministry is also concerned for the wellbeing of ministry agents. Recent research into the wellbeing of Australian clergy¹ recognises the need for positive ministry appraisal:

Occupational stress has been recognised as a critical issue among religious workers ... [However] since the early to mid-1980s, the focus has exclusively been on burnout, with no published studies to date exploring work engagement – the positive antipode of burnout. Work engagement is a state of positive work motivation characterised by vigor, dedication, and healthy absorption in work. (Bickerton, 2012 p. 1).

Rather than focusing on preventing burnout by reducing workload, Bickerton identifies the need for positive work engagement through increased motivating factors.

The ideal for Christian work is not simply avoiding burnout, but rather to be motivated and have energy for the work at hand... Our results indicate that job and spiritual resources are what drive this engaged state in ministry. (Bickerton, 2012 p. 4).

Consequently, the first practical implication of his study is:

1) The key to well-being at work is to build both job and spiritual resources; it is not simply a matter of reducing demands or symptoms of burnout. (Bickerton, 2012 p. 5).

The Synod of NSW and the ACT is seeking to develop an effective system of *Performance Appraisal* for Uniting Church ministers, in order to enhance work engagement and provide work and spiritual resources for the calling they follow. ‘Performance Appraisal’ is part of Human Resources jargon which may raise the eyebrows of some ministers, who associate it negatively with secular employment conditions and quantitative KPIs. However, many church members will recognise the value of the Performance Appraisal process from their own workplaces, including in industry, professions and trades. Rather than becoming anxious about ‘performance’ in a ministry placement, this project will focus on the positive affirmation of the costly, difficult calling to ministry and the opportunities for rewarding spiritual and personal growth it offers.

¹ Grant Bickerton, Doctoral Research: ‘Engagement and Burnout from Occupational Stress: A Study of Religious Workers.’ Summary document accessed: *Well-Being in Ministry Results Overview* (UWS [undated] 2012)

Previous ministry consultation process: 'Vitality of Call'

The periodic 'Vitality of Call' consultation (VOC) as commonly used in the Synod of NSW/ACT was designed to affirm at significant moments that the Christian community believes that a minister's calling to a placement remains clear and vital, resulting in the continuation of the placement.

What is a 'Call'? In lieu of a long theological discussion of the nature of vocation, the Assembly's *National Handbook of Procedures for the Placement of Ministers* offers this definition:

Call to a placement gives effect to the perceived will of God as expressed by a decision of a Council or Councils of the Church and by the response of the Minister concerned. After careful consideration and prayer, the Minister discerns therein an expression of the will of God in relation to ministry at that time. (Uniting Church Assembly: 2006, 1.2)

The Call of God to a particular ministry is neither a simple matter of direct revelation nor of good strategic planning, but of perception, consideration, discernment, decision and response, all in the context of careful (faithful) prayer. It is a matter for both individual ministers and councils of the church; and it is *temporal*, being subject to the conditions of life and to change and renewal over time. That period of time has in fact been 'discerned' by councils of the Church to be between five and ten years, with possible extensions of up to five years at a time! In other words, the call of God is mediated in space and time by the Body of Christ, faithfully seeking the guidance of the Spirit.²

However, the Vitality of Call process has been timed to check on ministry vitality at the specific moments when a minister needs to consider a move to a new placement (usually in the fourth and seventh years). This can mean the consultation is principally focused on the secondary question, 'What next? Stay or go?' rather than addressing the more important primary issue: What will enhance ministry skills, effectiveness and work satisfaction in this or any other placement?

The VOC conversation can therefore become overly subjective, asking about attitudes, feelings, experiences, but ignoring the setting and assessment of achievable and measurable goals. For practical reasons it may also be held in conjunction with a Life and Witness Consultation of the congregation itself, risking confusion of the vocation and motivation of the minister with the mission plans and direction of the placement.

To enhance work engagement and provide motivating guidance for ministry, issues such as the following need to be addressed:

- How can we adequately meet 'ministry appraisal' criteria, including the needs of clergy, congregation and the Church for accurate information and motivating affirmation?
- What forms of workplace performance appraisal could be adapted to ministry, and how can they be applied in a Presbytery environment without professional HR help?
- To what extent should ministry appraisal focus on 'subjective' and 'objective' aspects?
- What objective indicators or goals are appropriate for ministry?
- How are qualitative and quantitative indicators to be measured and interpreted?
- What things define a minister's sense of satisfaction and purpose in ministry?
- How are outcomes used to enhance work engagement, personal and professional growth and mutual ministry within a placement?
- What 'successes' do the UCA and other churches offer us from which we can learn?

² This is not however an argument for the plenary verbal inspiration of the Regulations of the UCA.

A Revised Process: Vital Ministry

The Vital Ministry program is an attempt to develop the Vitality of Call process into a more effective tool of ongoing, regular ministry appraisal and enhancement, both during a placement and when considering endings and new beginnings. Vital Ministry aims to offer:

- an affirming appraisal of the exercise of ministry with a view to developing the minister's *work engagement*: a state of positive work motivation characterised by vigor, dedication, and healthy absorption in work
- a means of discernment of a minister's gifts and skills in ministry, and where they have led to success in planned and unplanned exercise of ministry
- a positive critical analysis of the placement's signs of vitality and growth
- mission-focused answers to the questions: What ministries are most effective? How do we know? What activities waste time and energy or breed disappointment and frustration?
- a focus on spirituality: what resources, both inner and communal, does the minister have, share, or need in order to engage fully with the nature of the ministry of Jesus Christ?
- identification of ongoing educational, training and personal needs for present and future ministry
- an aid to the sustainability of ministers' vocation and ministry practice
- timely assistance when ministry is no longer vital
- a predictable and regular process that can be managed without professional HR help or excessive consultation team preparation.

Vital Ministry has two stages:

1. Stage 1 **Affirmation of Call** is made six months into a new placement. Strictly speaking, this first consultation is the only one to test the wisdom of *calling* this minister to this particular placement, and the *vitality* of that call. The Affirmation of Call marks the end of what in other workplaces might be a 'probation' period, when the appointment to a position (or 'call to this ministry') is upheld – or, perhaps, found not to be a suitable match. **This document.**
2. Stage 2 includes all subsequent **Vital Ministry** consultations. Using the Assembly's definition:

Call to a placement gives effect to the perceived will of God as expressed by a decision of a Council or Councils of the Church and by the response of the Minister concerned...

we can accept that in the discernment and oversight of the church, God's call now can be taken as a given, until time or circumstances require a fresh discernment. Each subsequent ministry consultation will then be an appraisal, not of God's call, but of the vitality of *ministry* as it is being exercised. Human Resource departments usually assess professional workers on an annual basis; this would tax most Presbyteries' capacity. Without HR, however, it is not unreasonable to plan for a Vital Ministry consultation every two years. The focus of these consultations may change during the placement, including sometimes considering a change of ministry; but they are always focused on enhancing the quality of ministry expressed in positive work engagement. **Stage 2 New document**

Stage 1: From JNC to Affirmation of Call

The Affirmation of Call, six months into a new ministry placement, adapts and replaces the current Fourth Month Consultation

The JNC process:

- a. According to current practice, a Joint Nominating Committee is formed from members of Presbytery and members of the placement seeking a minister. The Presbytery is responsible for convening the JNC and ensuring all standards are met and procedures are followed.
- b. Candidates for the ministry are found, conversations held, and the process of discernment is followed until the JNC discerns that it believes a possible call and seeks permission for a name to be presented to the congregation/placement approving body for a call to be issued to a minister and accepted.
- c. [Terms of Placement](#) (TOP) including the normal requirements of Synod and additional requirements of the Presbytery are drawn up, discussed sent to the PRC for approval; It is advisable to send the TOP UNSIGNED to the Associate secretary for checking against Synod guidelines. Any variations/inconsistencies can be highlighted for the JNC/PRC to discuss.
- d. PRC approves TOP and gives permission for a congregational meeting (or Presbytery Meeting in the case of a Presbytery placement) to be called from which a call to a placement may be made.

1. A call to a placement triggers the following actions:

- a. Copies of the TOP signed by the secretary of the meeting are sent to the Minister for signing. The minister sends signed copies to the church or agency council, PRC or Synod body and Associate Secretary.
- b. A Synod Induction Pack (work in progress) is issued to the minister and secretary / Church Council / executive of the calling placement.
 - i. Ministers' benefits and important information
 - ii. Contact details for helpful people in Synod and in the new placement
 - iii. Additional information for the congregation: tips for welcoming the minister and family
 - iv. Details of coming 6-month Affirmation of Call

2. Presbytery JNC Convenor as Liaison Person:

- a. The **Liaison Person** will represent the Presbytery through the initial six months of the placement. The Liaison Person will be the Convenor of the JNC, who has continuity with the congregation and minister. If this is not possible then a minister in a nearby congregation, or another capable member of the calling presbytery's PRC or of the calling agency should be chosen. They will maintain supportive contact with the minister throughout the process, from the issuing of a Call to the Affirmation of Call.

3. Before the placement commences:

- a. Liaison Person maintains contact with the minister, placement leaders, and PRC to oversee the transition. The LP doesn't need to organise everything, but to keep a helpful eye on behalf of PRC on how the settling-in and new ministry proceeds.
- b. The Liaison Person, in consultation with PRC and the placement, will negotiate and set the date of the Induction or Commissioning, and at the same time set a date and venue for Affirmation of Call, to be held 6 months after the placement commences.

4. When placement commences:

- a. Liaison Person keeps regular contact with the minister during the first six months. This could be by phone or face to face or both: contact should be at least monthly.
- b. The aim is to be helpful; to welcome the minister to the new Presbytery or Agency; to offer any necessary pastoral care; to be sensitive to issues of welfare and to detect and act upon any problems emerging.
- c. If transitional problems emerge (accommodation, stipend, family issues, etc.), the Liaison Person will take the initiative to support the minister, to keep Presbytery informed, and where possible to work for resolution.

5. Affirmation of Call: Six months into Placement (see program following)

The Affirmation of Call aims to discern that this placement is a 'good match' of the minister's gifts, skills and calling with the missional plans and pastoral needs of the placement. Representatives of the Presbytery, the Placement, colleagues and the minister will consult together to discern the emerging directions for this ministry.

The expected outcome will be an affirmation that this ministry is a genuine call of God, through the church, to this ministry; and some helpful comments to the minister and placement on the course to steer and resources needed. A possible alternative outcome is that this is not a good match, and the church's pastoral processes should be initiated to find creative solutions.

6. Feedback

The feedback phase is probably the most helpful part of the whole process, being a concrete tool for affirmation of call or perhaps a catalyst to seek new directions in ministry. It also provides for all parties a record of achievements, outcomes and decisions for future reference.

Reports of the process will be made to the PRC, the placement council and the minister. Critical or confidential information may not necessarily be included in written reports, as long as it is dealt with appropriately and not ignored. Other reporting processes may be required from time to time in different ministry settings and should be attended to.

People undertaking a POD or training for the ministry of Pastor have been in recent years required or encouraged to compile a Portfolio as part of the process of discernment and oversight. A Portfolio may be a very useful tool for all ministers in placement to develop, for the purpose of effective ministry appraisal and professional development.

- a. All data and conclusions must be recorded clearly, and copies kept by minister and Presbytery.
- b. The Minister's portfolio may become a record of plans, achievements, experience, reports on continuing education and ministry engagement. It could helpfully include samples of ministry activities, some analysis and reflections, for use in future placement conversations. The Minister could share and discuss the portfolio with their supervisor, Church Council, Presbytery Minister or other relevant people.
- c. PRC completes a written report with findings and recommendations and identifies who will follow up on these points, in a conversation soon after the consultation, and again around the 12 months mark as a means of facilitating the minister's Annual Report to Presbytery.
- d. Presbytery declares that the Call has been affirmed and thanks and discharges the JNC and Liaison Person.
- e. If the call is not affirmed, existing procedures may be invoked, or assistance sought to counsel the minister and placement leaders about the most constructive way forward.

Affirmation of Call Process 6 months into placement -AOC

Who is involved?

Presbytery appoints the consultation team, usually through the PRC, and each Presbytery must determine the appropriate people to participate in the consultation. The members should include:

- Presbytery-appointed JNC Liaison Person;
- At least one other person appointed by the PRC, who is not from the congregation or placement.
- Three to four members of the congregation appointed by the Church Council or placement board, including at least some Church Councillors or other key leaders);
The minister should choose one of the congregational members of the Consultation Team. If the minister has reason to challenge any of the appointed names, the PRC or Liaison Person will need to work with the minister and Church Council to discern the validity of the challenge and to find a satisfactory group of representatives of the congregation;
- Where possible, a representative of the minister's colleagues in ministry within that region of the Presbytery or Agency;
- The Minister in placement;
- The Minister's partner should be invited to participate in at least part of the consultation. The partner may prefer to join the group, to have a private conversation with a member of the team, or not to engage in the process at all.
- Other people in specified ministry in the placement, especially if their work falls under the Minister's oversight, should be interviewed separately by the Presbytery representatives of the Team.

Care should be taken to include people who have pastoral skills, and sensitivity to the content of the congregation's long-range mission plan.

The simplest process may be to reconvene the Presbytery and congregational members of the JNC who negotiated the placement.

Non-Congregational placements: Synod, Assembly and Agencies may need to consider who will fill these roles and confirm their appointment with the Presbytery.

Presbytery placement

Original JNC who negotiated the placement if possible, OR

1 person JNC Liaison person & 1 person from Synod (if Pres Minister role then 2 from Synod)

3-4 people from Presbytery committees/ Standing Committee/ wider Presbytery contacts including 1 from their zone as appropriate.

Synod placement

Original JNC /interview panel who negotiated the placement if possible, OR

Line manager/Direct report person and representatives from wider Presbyteries /Synod (Total 6)

Agency

Original JNC who negotiated the placement if possible, OR

Line manager/Direct report person & representatives from wider Presbyteries /Synod/Agency

Chaplains

Original JNC who negotiated the placement if possible, OR

Line manager/Direct report person & representatives from wider Presbyteries /Synod/ Organization

Where and When?

- The PRC will oversee the initiation of the process. The JNC Chairperson would make arrangements for times and dates of the consultation.
- The consultation should **not** take place in the minister's residence. The minister's home needs to be a safe place and is not the appropriate venue for ministry consultations.
- A working space with whiteboard etc., may be helpful, comfortable seating and space for note taking is important. Use discretion to divide the time and focus. Refreshments should be available in creating a comfortable environment for the conversation.
- The PRC representatives should meet with the minister first and then representatives of the congregation. The minister will re-join with the group for a combined session to share.
- It would be appropriate for refreshments to be shared when the whole group comes together.
- Sessions should be 60 minutes but can extend as needed and be limited to no more than 90 mins at a time with any individual or group. Each session should open and close with prayer.
- All participants in the consultation should model effective, open, professional and communal processes of discernment, discussion and affirmation.
- The Congregation is to provide the space and equipment for effective consultation and communication.

Role of the Placement members in the process:

- Model effective, open, professional and communal processes of discernment, discussion and affirmation.
- Provide the space and equipment for effective consultation and communication.
- Extend genuine hospitality to the people in the process, including refreshments and warmth of welcome and a compassionate, pastoral attitude.

Role of the Minister in the process:

- Prepare thoroughly, including:
 - prayerfully discussing transitional issues with relevant people: Liaison Person, church leaders, Supervisor, spouse, etc.;
 - preparing and copying a ministry portfolio and relevant resources for the group;
 - ensuring adequate time is set aside for the process reflection and follow-up. The AOC should not be seen as a distraction from ministry, but as part of the effective work of ministry.
- Embrace the process as an opportunity for affirmation and assistance in ministry.

Role of the Presbytery /Synod/Agency members in the process:

- Take seriously the oversight of ministry for the wellbeing of the minister and placement and the effective mission of the church
- Provide all relevant up-to-date material to guide participants in the process
- Model effective, open, professional and communal processes of discernment, discussion and affirmation
- Provide the space and equipment for effective consultation and communication, including requests for private/confidential comments
- Report effectively and fairly to all stakeholders, with pastoral sensitivity to critical, confidential or controversial findings and ensure follow-up processes are clearly identified.

Reporting:

- A report is written reflecting the conversations
- Reports are endorsed by the Minister and the members of the congregation involved.
- PRC receives the report and acts on any recommendations
- Copy of the final report and any recommendations is given to the Minister and Church Council. (For information and action where necessary.)

1. *Issues of transition & first impressions*

- Issues of transition: how has the move into this new placement been for you and your family?
- What are you pleased with in this new place?
- What ministry have people thanked you for?
- What are you disappointed with or concerned about?
- How are you reporting and giving feedback to your placement at this time?

2. *Ministry support & connection*

- Ministry support: what arrangements are you making for supervision and support networks?
- How has supervision helped you/supported you in establishing yourself in this new Placement?
- Is the supervision the sort of supervision that will be effective in this Placement?
- Continuing education plans
Are there any challenges emerging in the placement thus far?

What will assist in filling the gaps and give energy and skills in the placement?

Do you have any plans for your continuing education?
- Broader Church involvement:
Besides attending meetings of Presbytery, what contribution can you make to the life and mission of the Presbytery /wider church from this point on?
Note: There is the expectation each Minister will contribute to the Presbytery & wider Church (Terms of Placement Conditions Point 2.)
- What support do you foresee you will need from Presbytery and how will you seek it?

3. *Resources for ministry*

- What further resources and support will you need, in order to meet the pastoral and mission objectives of this placement?

4. Reflection on first 6 months:

Compare the Placement Profile/Job description with your experience:

- How has your experience of the congregation differed from your expectations from the profile?
- Profile of the activities of the church/organisation:
What groups and programs are running, where is the minister expected/needed to be, discuss service times/ styles, governance meetings, commitments.
- How is the placement participating in 'Safe Church' requirements?
- Portfolio:
Provide examples and samples of what has gone well so far in this ministry: sermons, studies, pastoral care, community engagements, new activities, changes.
- What contact have you made within the community - schools, council, local organisations?
- Pastoral contact with church/agency members: what is your pastoral strategy for getting to know people?
- Given it is still early days, are there opportunities emerging for new ministry? What have you offered that is fresh or different? Give some concrete examples of your 'passion' for ministry that you have been able put into practice. What is changing in the congregation?
- How is your ministry being received?

5. Relationships:

Describe the quality of your relationships with:

- Colleagues in ministry
- Office Bearers/Church leaders/Committee members
- Other people in placement

6. Vocation:

- Do you believe you will be able to fulfil your calling and express your gifts in this placement?
Why / why not?
- What are your greatest strengths/weaknesses in ministry? How can this placement help you to grow your strengths and strengthen your weaknesses?
What specific goals have you set for yourself for the next 12 months – 2 years in growing your gifts?

1. *Issues of transition & first impressions*

- Is the congregation willingly meeting its commitment to welcome and support the minister and family? Please describe how.
- Are you aware of any areas of dissatisfaction or dispute? What is being done to resolve these?
- What positive signs are appearing so far in this new ministry?
- What things might be troubling or concerning the congregation at this time?
What are people saying in the car park?
- How are you giving feedback to the minister at this time?

2. *Ministry support & connection*

- Does the Church Council know, agree to and respect the minister's responsibilities in regard to:
 - Presbytery commitments
 - Supervision
 - Required training requirements (Ethical Ministry, Safe Church, Phase 3 expectations)
 - Continuing Education
 - Regular time off?
- Are there aspects of these responsibilities that are proving to be challenging to the congregation?

3. *Resources for ministry*

- What further resources and support do you foresee the minister will need to help you meet your pastoral and mission objectives? Please be specific.
 - Education / training:
 - Support of the members:
 - Office and practical support:
 - Other...

4. *Reflection on first 6 months*

- How has your experience of the minister been in comparison to the expectations in the profile? Are the expectations still valid? If so, has there been a conversation about new expectations?
- Is there new lay involvement in the mission of the congregation?
- Is the minister's workload in line with the stated mission objectives of the congregation, as they were described in the congregational Profile?
- Does the congregation know what the minister does during the week? What activities are using most of the minister's time?
- Are the time expectations on the minister reasonable?
- What further information would the Church Council need in order to draw up a reasonably accurate and achievable Job Description for this ministry in this place at this time?
- Given it is still early days, are there opportunities emerging for new ministry in the congregation /placement so far? How is this ministry being received by the members? Who is responding with new involvement?

5. *Relationships*

- Who is Minister's elder/carer/support person?
- What are their responsibilities and how do they carry them out?
- What is your observation of the minister's collegiate relationships with Church Council and other people with whom s\he is in ministry?

6. *Vocation:*

- Do you believe this placement is a good match of the Minister's gifts and graces with the placement mission objectives and pastoral needs?
Why / why not?

Alternative questions for non-congregational placements

Content of Affirmation of Call

QUESTIONS FOR THE PLACEMENT

1. *Issues of transition & first impression*

- Is the Presbytery/Synod/Board willingly meeting its commitment to welcome and support the minister and family? Please describe how.
- Are you aware of any areas of dissatisfaction or dispute? What is being done to resolve these?
- What positive signs are appearing so far in this new ministry?
- What things might be troubling or concerning the Presbytery/Manager/Board at this time?
- How are you giving feedback to the minister at this time?

2. *Ministry support & connection*

- Does the PRC/Manager/ Board know, agree to and respect the minister's responsibilities in regard to:
 - Presbytery/wider church commitments
 - Supervision
 - Required training requirements (Ethical Ministry, Safe Church, 3rd Phase expectations
 - Continuing Education
 - Regular time off?
- Are there aspects of these responsibilities that are proving to be challenging to the Presbytery/ Manager/ Agency?

3. *Resources for ministry*

- What further resources and support do you foresee the minister will need to help fulfil the job description/role objectives of this role? Please be specific.
 - Education / training:
 - Support of the members:
 - Office and practical support:
 - Other...

4. Reflections on first 6 months

- Is the minister's workload in line with the stated mission objectives of the Presbytery/Synod/Board, as they were described in the job description?
- Does the Presbytery /Manager / know what the minister does during the week?
What activities are using most of the minister's time?
- What further information would the Presbytery /Synod need in order to draw up a reasonably accurate and achievable Job Description for this ministry in this place at this time?
- Given it is still early days, what new initiatives are emerging or are planned so far?
What change is happening in the area the minister is active in?
- How is this ministry being received by the members of Presbytery/ congregation/ staff / clients? Who is responding with new involvement?

5. Relationships

- What support network is being provided to the minister?
- What are their responsibilities and how do they carry them out?
- What is your observation of the minister's collegial relationships, in teams and with the people within the placement?

6. Vocation:

- Do you believe this placement is a good match of the Minister's gifts and graces with the placement mission objectives and pastoral needs?
Why / why not?

Affirmation of Call | Sample Report

Rev. NAME

XXX Uniting Church

Consultation at ppp, DATE

Placement summary and details:

Terms of Placement comments

This Vital Ministry consultation was held on

Presbytery /Synod/Agency participants were

Apology from...

Individual conversations were also held with colleagues:

The Panel met first with NAME for about two hours, then with the placement reps for a similar period, then with N + N + N for about [20 minutes] each.

Summary of Observations:

- Issues of Transition
- Support and connection
- Resources for ministry
- Reflections on first 6 months
- Relationships
- Vocation

Recommendations:

That PRC:

1. receive this report and thank the team members;
2. affirm and uphold the call of God to Rev. NNN to ministry in the XXX Uniting Church;
3. encourage NNN
 - a. to seek a new Professional Supervisor and make arrangements for regular meetings;
 - b. to think through her needs in continuing Education for the next few years and complete a Continuing Education plan;
 - c. to report on both these things in her Annual Report to be submitted in the fourth quarter of this year.
4. recommend to the placement
5. request person NNN to follow up with the minister on the outcomes of these resolutions before the second-next meeting of the PRC and report back at that meeting.
6. That the PRC schedule a Vital Ministry consultation for MONTH (18 months hence).