

Northern Spirit Regional Council

PASTORAL RELATIONS POLICIES AND PROCESSES

In *Northern Spirit Regional Council* Pastoral Relations decisions and conversations are dealt with through the *Pastoral Relations Commission (PRC)* and its committees which are resourced by the Pastoral Relations Minister. For Pastoral Relations questions or approvals please contact Earl Raeburn.

Background documents:

The Manual: Regional Council responsibilities regarding Pastoral Relations are described in *The Manual* which will come into effect January 1, 2019. *Manual* references, below, are from the 2019 edition.

Calls to the Church describes the relationship between the Indigenous church and the non-Indigenous church. This document was approved by General Council 43.

Responsibilities - overview:

The Manual outlines the responsibilities of the regional councils in relation to Pastoral Relations matters. Those responsibilities/calls will be divided up in Northern Spirit Regional Council between a Pastoral Relations Commission (PRC) and three committees accountable to the Pastoral Relations Commission (PRC).

The Pastoral Relations Commission's work may be done by the PRC as a whole and/or liaison officers and/or sub-groups established by the PRC, all of whom will report to or through the PRC to Regional Council or its Executive. The PRC will report any decisions regularly to the NSRC Executive and annually to the NSRC.

We acknowledge that the Regional Pastoral Relations Minister will act as resource to the PRC and sub-groups. The Administrative Support staff to the Region (1/2 time Region and ½ time PR) would be involved in the meetings of the PRC.

A. The Pastoral Relations Commission (PRC) of the Northern Spirit Regional Council (NSRC) will take action on and/or make decisions on behalf of the NSRC in regard to the following responsibilities. The Pastoral Relations Commission is a COMMISSION, making decisions on behalf of the Regional Council, any appeals will be directed to the Denominational Judicial Committee.

General:

1. Promoting articulation of mission and ministry [C.2.3(d)].

Liaison Officers for the NSRC:

2. Training and Supporting Regional Council Liaison Officers;
3. Appointing Regional Council Liaison Officers to assist the Community of Faith (C of F) in pastoral relations matters at designated times including profile development; and,
4. Appointing NSRC Liaison Officers to attend meetings called for pastoral relations matters in B.5.4.2.

Pastoral Relationships in NSRC:

5. Approving all ministry positions [I.1.2.6.4];
6. Approving new positions [I.1.3.2];

7. Recruiting, choosing, calling, appointing and covenanting with ministry personnel and other staff in cooperation with C of F [B.2.1.3, C.2.8(a)];
8. Covenanting new pastoral relationships of 6 months or more [I.1.9];
9. Approving changes in terms of Call or Appointment (I.1.9);
10. Receiving and approving request from ministry personnel to end pastoral relationship [I.3.1.4];
11. Ending calls/ appointments with ministry personnel and other staff in cooperation with Community of Faith [C.2.8 (a &b)];
12. Participating in meeting of Community of Faith (C of F) requesting end in pastoral relationship [I.3.1.6];
13. Initiating the ending of a pastoral relationship when notified by the Office of Vocations (OV) [I.3.1.7];
14. Appointing Pastoral Charge Supervisors [I.2.5.2)];
15. Deciding whether a position is accountable to a governing body or the Regional Council – categorizing Congregational Designated Minister (CDM) position [I.1.11.2];
16. Approving any leave more than 3 months [I.2.3.6] or sabbatical [I.2.3.5];
17. Appointing Interim Minister, appointing 1 or 2 representatives to Transition Team, participating in evaluation of IM, and receiving evaluation of IM and Interim Ministry [I.1.10];* and,
18. Approving supply appointments and any renewals [I.1.8].

*Office of Vocations keeps list and trains transition teams

B. The Committee on Ministry Personnel Support, of the Northern Spirit Regional Council (NSRC), will oversee and coordinate the NSRC's responsibility to encourage and support Ministry Personnel toward health, joy and excellence in ministry practice in regard to the following responsibilities. They are accountable to, and can bring recommendations to, the PRC of Northern Spirit Regional Council.

1. Caring pastorally for ministry personnel and families experiencing loss and hardship;
2. Initiating programming to enhance health, joy and excellence in the practice of ministry;
3. Providing ongoing training for ministry personnel [C.2.2 (d)] *
4. Caring pastorally for retired members [I. 3.2];
5. Recommending action on licensing to administer the sacraments privileges for people who retired while serving as Designated Lay Ministers to Pastoral Relations Staff, who are authorized by Regional Council Executive to make approvals according to policy statement [C 2.9]; and,
6. Supporting networks and clusters that are established related to the above work.

*Office of Vocation is responsible for continuing education, formation and professional development of ministry personnel [and E.2.2 (d)].

C. The Committee on Community of Faith Support, of the Northern Spirit Regional Council (NSRC), will oversee and coordinate our responsibility to support Communities of Faith in their life and work in regards to the following responsibilities. They are accountable to, and can bring recommendations to, the PRC of Northern Spirit Regional Council.

1. Providing oversight of preparation of Community of Faith (C of F) Covenants with the assistance of Ministry Personnel/PC Supervisors [C.2.1];
2. Receiving "regular" self-assessment reports from C of Fs re: Covenants [B. 2.1 (b); C.2.3 (a)];
3. Providing oversight of preparation of Community of Faith (C of F) Covenants with the assistance of Ministry Personnel/PC Supervisors [C.2.1];

4. Receiving “regular” self-assessment reports from C of Fs re: Covenants [B. 2.1 (b); C.2.3 (a)];
5. Connecting the C of F with *United Fresh Start* Facilitators at the beginning of new pastoral relationship and as needed throughout;
6. Supporting Communities of faith in structural changes, amalgamations, realignments and disbanding and recommending any actions to the NSRC [C.2.1(d)];
7. Supporting emerging new ministries [C.2.3 (b)];
8. Ensuring compliance with policies and polity, and reviewing any relevant records [C.2.3 (e)];
9. Assisting the NSRC to ensure completion of statistical forms by C of F [J 1.4];
10. Providing education and resources for providing safe and accessible communities, including compliance with all United Church of Canada (J.12.1) and government requirements; and,
11. Supporting networks and clusters that are established related to the above work.

D. The Committee on Lay Ministry Support, of the Northern Spirit Regional Council (NSRC) will oversee and coordinate the Region’s responsibility to provide ongoing leadership training for lay people in regards to the following responsibilities. They are accountable to, and can bring recommendations to, the PRC of Northern Spirit Regional Council.

1. Maintaining a list of all Congregational Designated Ministers working in the Region;
2. Recommending action on licensing of Licensed Lay Worship Leaders (LLWL) to the Regional Council Executive [I.1.11.15];
3. Providing ongoing support/ oversight [I.1.11.15];
4. Providing training and assessment of Sacraments Elders [I.2.4(c)];
5. Recommending action on licensing and re-licensing to administer the sacraments for Sacraments Elders to Pastoral Relations Ministers, who are authorized by NSRC Executive to make approvals according to policy statement; and,
6. Supporting networks and clusters that are established related to the above work.