



# NORTHERN SPIRIT REGIONAL COUNCIL

THE UNITED CHURCH OF CANADA



## Northern Spirit Regional Council **Pastoral Charge Supervision Policy**

The Manual of The United Church of Canada (2023 Edition) defines the role of the Pastoral Charge Supervisor in section **I.2.5.2 Pastoral Charge Supervisor**, with further information in sections **A.4 Meetings**, **B.7 Organization - Governing Body of a Community of Faith that is a Congregation or Pastoral Charge**, and **G.3.3.3 Automatic Trustee Membership**.

A copy of The Manual is available from the United Church website: [www.united-church.ca](http://www.united-church.ca)

In addition to those responsibilities outlined in the above sections of The Manual, the Northern Spirit Regional Council requires the following.

### **Responsibilities of the Pastoral Charge Supervisor**

An annual report to the Regional Council Pastoral Relations Commission (unless requested more frequently by the Commission). A form for reporting will be provided by the Pastoral Relations Commission.

The Pastoral Charge Supervisor and the Pastoral Relations Liaison will be in regular contact regarding the status of the Community of Faith Profile. Whenever possible, the Pastoral Relations Liaison and the Pastoral Charge Supervisor will be two separate individuals.

The Pastoral Charge Supervisor will be available, either in person, or via technology at all meetings of the Local Governing Body of the Pastoral Charge.

### **Responsibilities of the Pastoral Charge**

The Governing Body of the Pastoral Charge will ensure that the Pastoral Charge Supervisor is notified of upcoming meetings.

The Pastoral Charge will compensate the Pastoral Charge Supervisor for travel according to the current rate set by the General Council.

Additionally, **effective January 1, 2024**, all Pastoral Charge Supervisors should be reimbursed for their time & effort with \$30 per hour of work on the Pastoral Charge's behalf, in addition to



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having their travel costs reimbursed by the Pastoral Charge. For any active ministers, this should be paid in the form of an honorarium to the community of faith they serve.

**Addition: *as of April 2024:*** This reimbursement policy includes and applies to supervisors of intentional interim ministry.\*

## **Responsibilities of the Regional Council**

The Regional Council Pastoral Relations Commission will send a letter outlining their roles and responsibilities to the Pastoral Charge Supervisors and the Pastoral Charges as appointments are made.

The Regional Council Pastoral Relations Commission will consider the following guidelines when appointing Pastoral Charge Supervisors:

Individuals serving as pastoral charge supervisors will be ordered ministers, retired ordered ministers, designated lay ministers or lay members appointed by the Northern Spirit Regional Council Pastoral Relations Commission. In circumstances that require it, supervisors from outside of Northern Spirit Region can be appointed in communication with the Regional Pastoral Relations minister from the Region in which the Supervisor resides.

Retired clergy can be appointed in a supervisory capacity as long as they are not appointed to a Community of Faith where they were called or appointed in previous years. If requested to do so, there must be ten years of absence before they can be considered as a potential supervisor for the Community in question.