

Community of Faith Supervisors Practice and Policy

POLICY NAME: Community of Faith Supervisors	Date Approved: February 25, 2019
	Review date:
Purpose: The purpose is to outline the roles and responsibilities of a Community of Faith supervisor, of the Community of Faith and the compensation for such ministry. The Manual I.2.5.2	

Appointment

If a Community of Faith that is a pastoral charge has no called or appointed member of the order of ministry or designated lay minister who has been recognized by the East Central Ontario Regional Council, the East Central Ontario Regional Council is responsible for appointing a member of the East Central Ontario Regional Council to the pastoral charge as a pastoral charge supervisor. The East Central Ontario Regional Council may also appoint a pastoral charge supervisor in any other situation where the East Central Ontario Regional Council decides it is appropriate.

Responsibilities

The pastoral charge supervisor is responsible for:

- i. supporting any ministry personnel serving the pastoral charge;
- ii. general supervision of the work of the pastoral charge;
- iii. ensuring that a chair is elected for the pastoral charge governing body, the trustees, and meetings of the congregation and pastoral charge;
- iv. ensuring that the sacraments are administered, and new members are received following the requirements of these bylaws;
- v. if there are ministry personnel serving the pastoral charge, delegating responsibility for the functions of ministry in the pastoral charge to the ministry personnel as appropriate; and
- vi. reporting to the East Central Ontario Regional Council on the state of the pastoral charge.

Compensation for Ministry Site Supervision Policy

The Community of Faith receiving supervision, or the equivalent, **will be responsible** to pay for the supervision. The costs will be:

- i. \$30 per hour (hours include meeting plus travel time), plus the East Central Ontario Regional Council determined cost of travel (\$0.40/km) to and from the meeting site;
- ii. if the supervisor is in full-time ministry at another Community of Faith site, the payment of the supervisor's time will be paid to the supervisor's Community of Faith in recognition of the time taken away from their ministry;
- iii. if the supervisor is a retired, a part-time minister, or a lay person, the supervised ministry site will pay the supervisor directly;
- iv. all mileage, which will be paid to the supervisor by the Community of Faith being supervised.
- v. Note: there are income tax implications.