

Relationships with Regional Councils 11, 12 & 13

POLICY NAME: Relationship with Regional Councils 11,12 & 13	Date Approved: May 22, 2019
	Review date:
Purpose: This policy is the covenant between Regional Council 11, 12 & 13.	

Memorandum of Understanding

East Central Ontario Regional Councils Sharing Executive Minister and the Program Assistant to the Executive Minister

Participants

East Central Ontario Regional Council (11)

And

Eastern Ontario Outaouais East Central Ontario Regional Council (12)

And

Conseil Régional Nakonha:ka East Central Ontario Regional Council (13)

Terms

The three participating Regional Councils agree to enter into a cooperative arrangement to share the services of the Executive Minister and the Program Assistant to the Executive Minister as assigned.

1. This will be an opportunity to test strengths and weaknesses of a different way of working while living into new times, and adjustments may be made as needed with the approval of all the participants.
2. The Executive Minister will serve each Regional Council 1/3 time,
3. The Program Assistant to the Executive Minister will serve each Regional Council 1/3 time.
4. Travel costs and administrative expenses for the Executive Minister and the Administrators supporting the Executive Minister will be shared equitably between Regional Council 11, 12 & 13, through a travel expense pool where each Regional Council contributes an equal percent.
5. The Regional Council will share equally in the cost of the salary, benefits, and office related costs for the Executive Minister and Program Assistant to the Executive Minister.
6. The Executive Minister will be responsible for
 - i) Support and Leadership for Assembly of Elders meetings
 - ii) Relationship building including Regional Council visits and support

- iii) Support to the Speaker
- iv) As per Executive Minister Job Description

7. The Regional Council Program Assistant to the Executive Minister will be responsible for supporting the work of the Executive Minister
8. Any Regional Council concerns about the Executive Minister will be raised with the General Secretary, General Council, so that it may be resolved following the United Church's human resource policies.
9. The Regional Council Executive Minister may raise any concerns he/she has about the arrangement with East Central Ontario Regional Councils 11, 12 & 13, with the General Secretary, General Council, who will be responsible for working with the Regional Councils.
10. A Regional Council Staff Committee may be created, to begin after the first Regional Council meetings, to be made up of two members of each Regional Council Executive. The Staff committee would support transition, monitor the workload of the Executive Minister, and Program Assistant to the Executive Minister, address any concerns/disputes between the Regional Councils and if not resolved, contact the General Secretary for support.

Each of the participating Regional Councils will sign a separate copy of this Memorandum of Understanding and return it via PDF document to the General Secretary, General Council. The Memorandum of Understanding will be considered effective when the General Secretary, General Council, has received such copies from all participating Regional Councils and has also signed the Memorandum of Understanding.