



## Placements Committee

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### Purpose

Under Regulation 2.10.3 (b) a Minister who continues with the designation of ‘awaiting placement’ for more than two years may have their recognition as a Minister withdrawn by the Synod. The designation may be extended by a further year where the Placements Committee and the Presbytery both agree by a two-thirds majority that this should occur.

### Scope

The following process is to be used when a Minister has been awaiting placement for at least one year, and where it appears that a Minister may not be placed before the conclusion of two years.

### Process

1. At least six months prior to the completion of the two-year period, the Secretary of the Placements Committee will request the Minister’s Presbytery Minister to ascertain with the Minister whether he/she is still actively seeking a placement and wishes to meet with the Placements Committee.
2. The Minister will be asked to update their profile with details of supply or other activities (including CEM) that the Minister has engaged in since first designated ‘awaiting placement’. The Secretary of the Placements Committee will distribute this to the members of the Placements Committee.
3. The secretary of the Placements Committee will arrange to meet with the Minister and will provide the Minister with a brief summary of the issues that may be addressed in the meeting.
4. The Placements Committee may seek further information e.g. psychological testing including a report from the psychologist, medical information, and ministry references from people acquainted with the previous placements. Such additional information may be arranged either prior to, or after the meeting with the Minister.
5. The Placements Committee will meet with the Minister.
6. In determining the suitability of the Minister for a placement, the Placements Committee shall take into account the results of any tests that were requested, together with their impressions gained from the interview with the Minister. The Minister will be informed of any ongoing concerns that might affect the Minister’s ability to be placed appropriately. The Minister will continue with the designation ‘awaiting placement’ unless placed in another category.
7. At least three months prior to the conclusion of two years, the Presbytery shall decide whether there are reasons to continue the Minister in the status of ‘awaiting placement’



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(Regulation 2.10.3 (b)). The decision of the Presbytery shall be forwarded to the Placements Committee.

8. If the Presbytery decides to extend the designation of ‘awaiting placement’ for a further year, the Placements Committee will consider the matter (Regulation 2.10.3 (b)). If the Placements Committee agrees by a two thirds majority to extend the designation, the secretary will advise the Minister.
9. At the conclusion of two years (or three years if any extension has been granted according to Regulation 2.10.3 (b)), the Secretary of the Placements Committee will seek the withdrawal of the Minister’s recognition by the Synod Standing Committee.

### Revisions and reviews

#	Date	Reason	Author/reviewer	Approved
1	8 Jan 18	Review and update previous documentation	D Fender, Ass Gen Sec	D Fender, Ass Gen Sec