



Placements Committee

Purpose

To outline the process to be followed by the congregations, presbyteries and synod of the Uniting Church in Australia, Queensland Synod when seeking to fill an approved vacancy with an ordained Minister from overseas.

Scope

The participation and ministry of foreign religious workers takes place within a framework comprising:

- The particular requirements of the Australian immigration legislation, noting that these requirements are subject to change and amendment from time to time;
- The status of the UCAQ as a recognised sponsor that meets the Department of Immigration and Border Protection (DIBP) requirements; and
- The Regulations of the Uniting Church in Australia.

Process

1. Prior to seeking a foreign religious worker, the body responsible for the placement needs to ensure that there is no suitable minister within Australia who could perform these tasks.
2. If the need for a foreign religious work, the body with oversight of the placement, will request the Placements committee to designate the placement as needing to be filled by a foreign religious worker (Reg 3.7.4.2 (b))
3. The usual processes and procedures of the Placements Committee and Joint Nominating Committee will be used to recruit and discern a possible foreign religious worker.
4. When a potential foreign religious worker is discerned as suitable for a call, the Secretary of the Placements Committee will be notified. The Secretary will request from the foreign religious worker's original denomination
 - a. A letter indicating that they are in good standing with their denomination;
 - b. Information about any discipline history;
 - c. A letter seconding the foreign religious worker to the Uniting Church in Australia, Queensland Synod. The period of secondment will not be for an initial period of more than five years.
5. Since, the Placements Committee is responsible for issuing the call (reg 2.6.5 (a) (ii)) and to ensure that the wishes of the placement body are considered, where appropriate, a meeting of relevant body/s shall first be held. At this meeting the proposal put to the congregation should be "the X congregation supports the Placements Committee in issuing a call to NN."
6. If this resolution is supported, then a resolution will be put to the Placements Committee, "that the Placements Committee issue a call to NN to serve in the AA placement from (date) subject to NN producing a valid visa and passport and the issue of a letter of call and receipt of letter of acceptance."



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7. The Placements Committee Secretary will arrange to issue a letter of call and receive a letter of acceptance.
8. If necessary, the Synod office will be responsible for coordinating the necessary documentation to sponsor of the applicant.
9. After the Synod's sponsorship application is approved by DHA, the applicant will commence the application process for a visa.
10. Once the foreign religious workers visa is approved, the Synod office will sight and record details of the visa and the Minister's passport and their accompanying family members.
11. Removal of the Minister's furniture and effects will be in accordance with the process for removal.
12. The Presbytery will induct the foreign religious worker into the approved placement.
13. At least six months' notice is required to be given to Legal and Governance if an application is to be made to extend the visa.

Definitions

Foreign religious workers, means Minister of the Word, Deacon or Pastor (however called) who is ordained by another denomination in another country.

Related Documents

Payment of visa fees for Foreign Religious Workers (POL-0010)

Revisions & Reviews

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