

THE UNITING CHURCH IN AUSTRALIA

Queensland Synod

..... Presbytery

SUPPLY TERMS AND CONDITIONS

Supply Ministry in the Congregation/s of.....

Name of Minister:

A supply position is a call to exercise a ministry either between placements or for some term while the minister in that placement is on leave.

Normally, supply ministry is therefore about keeping, supporting, and maintaining the life, priorities, and direction of the congregation. It is not appropriate for a supply minister to initiate significant change to the life and structure of the congregation or situation of placement, or to pass judgement on the way the congregation or minister in placement operates. Any concerns the supply minister has should be raised in the first instance with the Presbytery. These placement arrangements are those approved by the Presbytery and cannot be altered without the authority of the Presbytery.

1. Commencement Date of Supply:

2. Proposed Conclusion Date of Supply:

The period of supply may be terminated earlier than this date, by either the minister or the Presbytery giving two weeks' notice.

Note that supply arrangements are casual in nature and variations and extensions will be considered as mutually agreed by the Presbytery and the minister. Such variations will be subject to these terms and conditions.

2. Supply Percentage Full or Part-time%

3. Working with Children Check

At all times during the period of supply the minister must hold a current, positive Business Blue Card, Working with Children Check. If at any time the minister does not hold a positive Business Blue Card, the period of supply will be terminated immediately.

4. Stipend

The minimum stipend approved by the Synod is \$.... per month from 1 January ... for full-time employment. The appropriate percentage of this payment, after deductions, will be remitted by the Synod Office to the minister by the 20th day of each month.

5. Manse

A. The Minister is expected to provide their own accommodation. A housing allowance of \$.... will be paid per month.

B. A manse will be provided.

6. Travelling Allowance

Travel allowance will be provided of \$.... per month.

7. Beneficiary Fund

(a) The Uniting Church Beneficiary Fund is the current superannuation scheme for ministers of the Uniting Church.

(b) The Minister's contribution to the Beneficiary Fund will be deducted from the Minister's stipend each month by the Department for Financial and Property Services. The congregation will pay contributions to the Beneficiary Fund each month at the rate required by the Church.

8. Sickness and Accident Assistance Plan

The Minister shall be entitled to sick leave and shall continue to receive their stipend and other benefits during the period of any absence.

10. Annual Leave

Annual Leave shall be available at the rate of 1 week for every three months of supply. It should be taken within this supply arrangement unless otherwise negotiated. No lump sum payment will be made at the conclusion of the supply.

11. Long Service Leave

The congregation makes contributions to the Long Service Leave Fund for the minister through the Synod's Mission & Service Fund. See By-Laws Q3.4.1-3.4.13.

12. Code of Ethics

Supply ministers are required to participate in Code of Ethics training annually, and are required to have completed Code of Ethics training within the previous twelve months before the commencement of any new supply period.

13. Safe Ministry with Children

Supply ministers are required to be current with Safe Ministry with Children training and are required to have completed Safe Ministry with Children training within the previous twelve months before the commencement of any new supply period.

14. Professional Supervision.

Ministers on supply over six months and over 0.5 of full time are expected to be in professional supervision.

15. This document represents the placement supply arrangement approved by the Presbytery and is not an employment relationship.

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Minister

.....
Chairperson
Church Council

.....
Presbytery Minister

Date