

**Pastoral Worker Ministry Agreement**

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| **Name of Pastoral Worker** | **Name of Incumbent** |
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| **Name of Parish** | **Date of Ministry Agreement** |
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| **Date of Licensing** | **Renewal of Licence due** |
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| **Date of most recent DBS check for parish ministry** | **Dates of safeguarding training completed in the last three years** |
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| **Date of last review of Ministry Agreement:** | **Date of last Pastoral Worker Review/Renewal of License** |
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This document acknowledges the discussion and agreement between the Pastoral Worker and incumbent of areas identified below. This agreement will be **reviewed and updated at least once a year**.

The Ministry Agreement is intended to describe a working relationship, manage expectations, check assumptions and anticipate areas of tension or role conflict. It is not a contract. It should be read and interpreted in light of the guidance available in the Licensed Pastoral Worker Handbook (available on the Diocesan website, or from the Warden of Pastoral Workers or the Director of Studies for Pastoral Workers).

Formal review of the Pastoral Worker’s ministry should occur every three years at the time of the renewal of the Pastoral Worker’s licence. This will be undertaken by a person chosen by the Pastoral Worker from a list of experienced Reviewers held by the Warden. Such review should include consideration and possible amendment of the working agreement.

**Any questions or concerns should be raised at the earliest opportunity with the Warden of Pastoral Workers.**

**Primary focus of Pastoral Worker’s ministry (e.g. bereavement visiting, ministry to the sick, families and children, baptism ministry, etc) including any areas of responsibility/oversight:**

**Services and events that the Pastoral Worker will usually attend:**

**Approximately what time commitment will the Pastoral Worker offer?**

**How often will the Pastoral Worker and Incumbent meet for supervision?**

**What groups and committees will the Pastoral Worker will be involved in?**

**How will expenses incurred by the Pastoral Worker be agreed and claimed?**

**Ministerial training/development undertaken in the last three years:**

**What are the expectations for the Pastoral Worker’s ongoing training and resourcing for ministry?**

**Where will the Pastoral Worker’s ‘base’ for ministry be (e.g. a particular church or congregation)?**

**What policies and guidelines will the Pastoral Worker be expected to be aware of and abide by?**

**Identified areas for development/change:**

**Issues identified by the Pastoral Worker:**

**Issues identified by the incumbent:**

**Areas to address before next review:**

**Pastoral Worker signature (electronic):**

**Incumbent signature (electronic):**

**Proposed date to review this agreement:**