

Opportunities to Serve Hamilton Conference - The United Church of Canada

INTERIM MINISTRY COMMITTEE

Committee Mandate

To interview applicants seeking designation as an Interim Minister, determine their suitability for Interim Ministry, and determine appropriate Interim Ministry training and education

To evaluate the effectiveness of the Interim Minister following a period of Interim Ministry

To provide for consultation about co-ordination of Interim Ministry policies and procedures

To liaise with other Conference Interim Ministries and the appropriate General Council unit on policy matters.

The responsibilities of this committee are:

- to discern suitability of ministers for Interim Ministry
- to work with Interim Ministers or potential Interim Ministers and congregations considering Interim Ministry
- to educate constituency re: Interim Ministry
- to work with Presbyteries to establish effective Interim Ministries
- to work with other partners in the Church re: policies

Reporting Relationship

The Chairperson will report on behalf of the Committee at the Ministry Personnel and Education Division meetings and write a report for the Annual Meeting of Hamilton Conference to be included in the Record of Proceedings.

The Chairperson will send out interview information and material, design agendas, liaison with Interim ministers regarding process.

Committee members will participate in interview teams, occasionally offer educational presentations to congregations, and self-educate on matters related to Interim Ministry.

Committee members will provide mutual support and evaluation and will be evaluated by the Interim Ministers.

Gifts, Skills and Experience Needed:

Committee members will be Interim Ministers or lay people who have experienced Interim Ministry. They will have the ability to keep

sensitive, personal information confidential; have an interest in Interim Ministry; have listening skills; be able to articulate the value of Interim Ministry; have good discernment of personal characteristics and be able to share their own perspectives.

Committee members will be open to the leading of the Spirit, active participants in a local pastoral charge or ministry, familiar with the polity of The United Church of Canada, predisposed to collaboration and teamwork, sensitive to diversity issues and differences in learning styles and passionate about the mission and ministry of The United Church of Canada.

Orientation and Training Available:

Sharing the duties of the Interim Ministry Committee.

Membership:

This committee will usually consist of seven members, including a **Chairperson and Vice-chairperson**. Staff Support will be provided by the **Personnel Minister**.

Expectations and Terms:

Members will serve a three year term, which may be renewed once. The committee will normally meet four times per year at the Conference Office, by conference call and email exchange and will take part in interviews.

(Cont'd)

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~ Recommendations by Screening Committee ~

The Hamilton Conference Screening Committee has reviewed the job descriptions and associated material submitted by the above named committee and offers the Human Resources Committee these comments.

Reviewed On: 10/22/03

Risk Assessment: LOW Risk

- access to sensitive material therefore Confidentiality both for the
Interim Minister
- as potential Interim Minister and material pertaining to dynamics / personalities
- not already in public domain is an issue- Recommendations re: Interim Ministers have high impact on congregations

Appropriate Screening Steps: Reference Checks – focussing on personal traits and qualifications

Other Recommendations: