

## Opportunities to Serve Hamilton Conference - The United Church of Canada

### PENSIONS & GROUP INSURANCE

#### Committee Mandate

To promote the interests of the pension and group insurance plans in the Conference (*See The Manual, 2007; 468.*)

This Committee has the following responsibilities:

- to report with respect to the work of the relevant General Council Unit
- to promote in the Presbyteries an active interest in the welfare of the members of the plans and the recipients of pensions living within the bounds of those Presbyteries, particularly in situations of need for emergency warranting application for compassionate assistance
- to organize and to promote an annual visitation of pensioners living within the bounds of the Presbyteries of the Conference
- to work with those Presbyteries where any members of the plans, Pastoral Charges, or other employment are six(6) months or more in arrears with respect to payments to the plans
- to receive and to report to the Conference the actions of the Presbyteries concerning disability and retirement applications and postponed retirements
- to discharge such duties as the Conference may assign to it.

#### Chairperson

- to liaise with General Council and Presbyteries
- to assist the Human Resources Unit of General Council and the Conference Personnel Minister in setting up pre-retirement seminars and benefits presentations
- to be accompanied by a member of the committee of the appropriate Presbytery at any requested meetings with an individual in the pension and group insurance plan

#### Reporting Relationship

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

#### Gifts, Skills and Experience Needed:

Members will have educational leadership skills, pastoral care experience, be able to think clearly, have knowledge of the plan or

be willing to learn about it, be sensitive to the concerns of individuals and have a sense of the wider church and be self-starters. A background in insurance or finance would be helpful. 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 Pensions and Group Insurance Committee. Some orientation may be offered by the Human Resources Unit of the General Council Office.

#### Membership:

There will usually be eight members of this committee, including **Chairperson, Vice-chair, one representative from each Presbytery and one representative of the Hamilton Conference Retirees' Association.** At least two of the members shall be members in good standing with the pension and group insurance plans, with one being the Chairperson as outlined in *The Manual, 2007; 390.*

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 meet at the Conference Office at the call of the Chairperson, by conference call and email exchange.

#### PENSIONS & GROUP INSURANCE

~ 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:** 04/27/04

**Risk Assessment:** MODERATE Risk  
highest risk is with the one-on-one meetings

**Appropriate Screening Steps:**

**Other Recommendations:**