

Approved Pastoral Supervisor Agreement

Thank you for your interest in becoming an Approved or Provisionally Approved Pastoral Supervisor in the Pastoral Supervision Programme of the Anglican Diocese of Sydney.

Terms and conditions

To become an **Approved or Provisionally Approved Pastoral Supervisor**, you must:

1. To be an Approved Pastoral Supervisor – have completed a recognised qualification or course in Pastoral Supervision (or deemed equivalent) and met the academic requirements to be an associate or member of AAOS.
2. To be a Provisionally Approved Pastoral Supervisor – have no less than 5 years' experience in pastoral ministry, mentoring and coaching (including retired ministry workers, or ministry spouses) or other related vocations, and completed the Supervision Foundations Training Course.
3. Have a personal faith in Jesus Christ and believe the Nicene Creed.
4. Be a person of good character and have a personal commitment to living in obedience to the commands of Christ through the power of the Holy Spirit.
5. Have your own supervision and provide evidence each year of having completed 10 hours of such supervision.
6. Provide the Diocese with a Police Check (Criminal History Check Certificate).
7. Have read and understood the information provided to you (as per this document: [Pastoral Supervision in the Diocese](#)) by the Archbishop concerning the nature and context of ministry in the Diocese of Sydney.
8. Work within the Code of Conduct/Ethics of your professional membership and uphold the standards and observe the guidelines in the [Code of Conduct of the Anglican Church of Australia](#) – *Faithfulness in Service*: A national code for personal behaviour and the practice of pastoral ministry by clergy and church workers.
9. Have an Australian Business Number ('ABN') and be able to provide a valid Tax Invoice stating the ABN for services provided to a supervisee under contract.
10. Effect all insurances required by law and this agreement and produce evidence of such insurances as requested from time to time.

Unless otherwise covered by another entity's insurance, you must obtain your own insurance. However, if you are a licensed minister and are not able to obtain your own insurance, you will be covered by the Diocese's insurance policy.

You must hold professional indemnity insurance (or equivalent) for an amount of not less than \$2 million in the aggregate which covers your services as a Pastoral Supervisor under the Pastoral Supervision Policy (A Policy of the Archbishop-in-Council of the Diocese of Sydney).

11. Be able to provide individual pastoral supervision on a regular basis appropriate for the supervisee's stage of development (of no less than 6-10 sessions per year).

12. Be able to provide regular feedback to the supervisee in the supervision sessions.
13. Maintain a working knowledge of the professional standards required of the supervisee as outlined in the relevant organisational or institutional codes of conduct including, for licensed or authorised ministers, *Faithfulness in Service: A national code for personal behaviour and the practice of pastoral ministry by clergy and church workers*.
14. Promptly notify the Manager, Pastoral Supervision Programme, if you become aware of any complaint made about your personal or professional conduct to the Archbishop (or his delegate), or to the Director of Safe Ministry (or equivalent body).
15. Acknowledge and accept that your status as a supervisor, inclusion on the list of pastoral supervisors, and provision of pastoral supervision services, may be suspended while any such complaint, or a complaint made to the Manager, Pastoral Supervision Programme concerning you, is under consideration.
16. Cease providing pastoral supervision services once your approval ceases or is otherwise withdrawn by the Archbishop. *For the avoidance of doubt, the Archbishop retains the discretion to withdraw your approval at any time and for any reason.*

As part of your application to become an Approved or Provisionally Approved Pastoral Supervisor, you must

- participate in a 30-minute interview with the Manager for Pastoral Supervision (if you are unsuccessful, feedback will not be provided); and
- provide details of your current Rector or Pastor as a Referee. As part of your application form, they will be emailed a link to an online character reference form to complete and submit.
- agree to the Office of the Director of Safe Ministry (ODSM) providing a clearance from their database.
- agree to abide by the [Advertising and Ethics Guidelines](#). Also available [here](#)

If your application is successful, you must agree to the terms and conditions set out above to become an Approved or Provisionally Approved Pastoral Supervisor in the Pastoral Supervision Programme. Once you have received your approval or provisional approval, you will be added to the “live” list of pastoral supervisors available online.

To indicate your agreement, please **sign the next page and upload together with the required documents via the [application form](#)**

If you have any questions, please don't hesitate to contact the Manager of Pastoral Supervision on supervision@mtd.org.au.

Thank you for your partnership with us in supporting our ministers.

AGREEMENT TO BE AN APPROVED OR PROVISIONALLY APPROVED PASTORAL SUPERVISOR

I agree to the terms and conditions set out above to become an Approved or Provisionally Approved Pastoral Supervisor in the Pastoral Supervision Programme.

I understand that being an Approved or Provisionally Approved Pastoral Supervisor means my details will be included on a “live” list of pastoral supervisors available online on the Ministry Training & Development (**MT&D**) website to ministry workers in the Diocese.

I have read and acknowledge that the following documents apply to my involvement in the Pastoral Supervision Programme:

- Pastoral Supervision in the Diocese
- *Faithfulness in Service: A national code for personal behaviour and the practice of pastoral ministry by clergy and church workers*
- Pastoral Supervision Policy
- Complaints Procedure – Pastoral Supervision Programme

Name of Supervisor: _____

Signed: _____

Date: _____

NB: The following documents should be included when submitting this signed agreement as part of the online application process:

- Professional Accreditation and/or recognised Pastoral Supervisor (i.e. Graduate Certificate in Professional Supervision, AAOS documentation)
- Insurance documents (Certificate of Currency, Public Liability)
- ABN number
- Details of your current Pastor (for a character reference)
- Details of your own Supervisor (Supervision on Supervision)
- Police check details (National Criminal History Check Certificate) **no older than 12 months**. We recommend <https://www.crimcheck.org.au/>
Please note, a working with children check alone is not sufficient.

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