

The United Church of Canada  
Shining Waters Regional Council

**REGIONAL COUNCIL EXECUTIVE: PASTORAL RELATIONS COMMISSION**

This policy outlines the authority, membership and responsibilities of the Pastoral Relations Commission and the relationship with the Communities of Faith Commission

Date Approved: November 30, 2018	Review date by Executive: 2021
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**PURPOSE OF THE COMMISSION**

The Pastoral Relations Commission will set policy and give direction within their mandate.

The Pastoral Relations Commission will provide support for ministry personnel throughout their ministry, including equipping, covenanting, pastoral relationships and retirement.

**AUTHORITY**

The Pastoral Relations Commission is established in accordance with the direction provided in November 18-20, 2017 General Council Executive New Covenant Policy.

The Pastoral Relations Commission will be elected by the Regional Council or the Executive to make decisions on behalf of the Region or its Executive. (*The Manual 2019 C.3.3.1*)

The decisions of the Commission are non-debatable. The commission's decision is as effective as a decision of the governing body or executive that appointed it. (*The Manual 2019 C.3.3.2*)

The Commission will report its decisions to the Regional Council Executive and the Regional Council. (*The Manual 2019 C.3.3.3*)

**MEMBERSHIP**

A Chair and six to ten members to allow for some regional representation with a balance of ministry personnel and laity to work with the Pastoral Relations Ministers.

**STAFF SUPPORT**

The Pastoral Relations Ministers will provide support to the Commission.

**TERMS OF OFFICE**

The term will be three years with a renewal for one term. After a one year hiatus, an individual may be elected again.

**MEETINGS**

The Commission will meet by electronic or other means at least monthly and perhaps once or twice face-to-face annually.

**QUORUM**

Quorum will be 50% plus one of the members with at least one ordered minister and one lay member

**RELATIONSHIP WITH THE SUPPORT FOR COMMUNITIES OF FAITH COMMITTEE**

The collaboration will be done by staff.

## **RESPONSIBILITIES DELEGATED BY THE REGIONAL COUNCIL AND THE EXECUTIVE**

### **Covenanting:** (*The Manual 2019 C.2.1*)

The Pastoral Relations Commission's responsibilities in the life cycle of a community of faith that is a congregation or pastoral charge are set out in more detail in *The Manual 2019 G.1*.

The Pastoral Relations Commission will be responsible for,

- a) recognizing a new pastoral relationship by entering into a covenantal relationship with it;
- b) living in a covenantal relationship with ministry personnel.

### **Preparation for Ministry:** (*The Manual 2019 C.2.7*)

The Pastoral Relations Commission is responsible for licensing Licensed Lay Worship Leaders.

A Licensed Lay Worship Leaders Committee will be established that will report to the Pastoral Relations Commission.

### **Pastoral Relations:** (*The Manual 2019 C.2.8*)

The Pastoral Relations Commission is responsible for co-operating with communities of faith in,

- a) recruiting, choosing, calling, appointing, and covenanting with ministry personnel and communities of faith;
- b) ending calls, appointments, and covenants with ministry personnel and other staff; and
- c) appointing a regional council liaison officer to assist a community of faith in pastoral relations matters at designated times. (*The Manual 2019 I.1.5*)

### **Support to retirees and celebrating retirements:** (*The Manual 2019 C.2.10*)

The Regional Council is responsible for celebrating the retirements of ministry personnel. The Pastoral Relations Commission will offer support.

### **Ministry Personnel:** (*The Manual 2019 C.2.11*)

The Pastoral Relations Commission is responsible for,

- a) encouraging and supporting ministry personnel toward health, joy, and excellence in ministry practice; and
- b) assisting with informal conflict resolution processes. This responsibility is shared with the Community of Faith Commission.

### **Sacramental Privileges** (*The Manual 2019 C.2.9*)

The Pastoral Relations Commission is responsible for granting a licence to administer the sacraments to diaconal ministers, designated lay ministers, people who retired while serving as designated lay ministers, and sacrament elders, as set out in *The Manual 2019 I.2.4*.