

# Shared Ministry Agreement

Between:

\_\_\_\_\_ and \_\_\_\_\_

As sister congregations within the Body of Christ and the United Church of Canada, we enter into this agreement of shared ministry that calls us to cooperatively work together to create a ministry context that is faithful in its use of resources and to pray and rely upon God's grace and guidance for our minister and our congregations.

We covenant to give our minister all possible support in this important work, listening carefully to the insights, and direction that emerge from the ministry partnership, finding ways of meeting challenges and celebrating opportunities for service.

As sister congregations in covenant relations, we commit to exploring ways of supporting each other and of building bonds of Christian community between us.

We agree to the following:

1. The \_\_\_\_\_ and \_\_\_\_\_ communities of faith will share called or appointed ministry personnel for the purposes of worship, sacrament, pastoral care and oversight of meetings related to congregational governance.
2. \_\_\_\_\_ Pastoral Charge will employ the minister on a full time basis (40 hours per week) with \_\_\_\_\_ hours per week (or per month) being served with \_\_\_\_\_ United Church. It is recognized that the minister's division of time and presence at each community of faith may vary from week to week, but it is expected to equal \_\_\_\_\_ per month (or hours per week) on an annual basis.
3. \_\_\_\_\_ Pastoral Charge agrees to pay \_\_\_\_\_ Pastoral Charge \_\_\_\_\_% of total salary, benefits, government pension, EI, payroll costs, phone, etc. on a monthly basis.
4. Expenses and mileage of the ministry personnel are to be logged and are to be processed through each separate congregation. (or paid by the employing congregation and billed to the sister congregation)
5. Other details such as:
  - a. The minister will lead worship at \_\_\_\_\_ (*place and time*) each Sunday and at \_\_\_\_\_ (*place and time*) (or at \_\_\_\_\_ once a month (*place and time*)).
  - b.
6. Suggestion for overseeing the covenant:
  - a. There will be a Joint Coordinating Team consisting of 2 members from each Pastoral Charge that will be created, and will meet as needed to monitor, review and make recommendations regarding the shared services for ministry

personnel. It will be the responsibility of the governing bodies of each pastoral charge to ensure that 2 representatives are named to the Joint Coordinating Team and the Team shall report to the governing bodies of each pastoral charge. The ministry personnel shall be a member of the Joint Coordinating Team.

- b. The Ministry and Personnel Committee of each pastoral charge will continue to function independently but will meet jointly at least annually, and at other times as appropriate and necessary. Shared conversations regarding matters of joint concern are encouraged.
7. Conflict Resolution - any issues which arise in matters related to shared ministry services are to be directed to the Joint Coordinating Team who will consult with the appropriate congregational bodies and seek resources as may be helpful in resolving the issue.
  8. Each community of faith is responsible for arranging pulpit supply during the minister's absence due to vacation, continuing education, illness, sabbatical or other leave.
  9. Details regarding worship and meeting times etc.
  10. Any details regarding the minister's terms related to number of weeks of vacation etc.
  11. If either community of faith wishes to withdraw from this shared ministry agreement they will provide \_\_\_\_\_ days of notice.
  12. This agreement will come into effect on \_\_\_\_\_ (date)

Signed by the Chair of each governing body.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_