

# Voluntary Associate Minister Appointment Form for use within Eastern Ontario Outaouais Regional Council

## Community of Faith

\_\_\_\_\_ enters a voluntary relationship with the following Ministry Personnel as described in this form and mutually agree to the following:

- Pastoral functions performed come under the oversight and discipline of Regional Council.
- Ministry Personnel named in the agreement may receive honoraria for weddings or funerals and for presiding and/or preaching in regular worship; however, there is no expectation of honoraria, stipend, or travel allowance from the Community of Faith to which they are accountable.
- All United Church of Canada Ministry Personnel who are performing marriages will be visibly related to a Community of Faith or Regional Council Recognized Ministry.
- All marriages will be registered in record books that remain the property of an ongoing Community of Faith or Regional Council Recognized Ministry.
- It is the joint responsibility of the Voluntary Associate Minister and the Community of Faith to renew the annual appointment and to return the forms to the office of the Executive Minister by July 1<sup>st</sup>. VAM will be approved as part of the Annual Roll of the Regional Council.

<b>Name:</b>		Email address:
<b>Address:</b>		
<b>Telephone:</b>	Res:	Bus:
<input type="checkbox"/> Retired <input type="checkbox"/> Retained on the Roll		

<b>Areas of Responsibility:</b> (if applicable, annex a mutually agreed statement that outlines more than what is provided hereinabove)	Please check all that apply: <table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Pastoral care</td> <td><input type="checkbox"/> Christian education</td> </tr> <tr> <td><input type="checkbox"/> Weddings</td> <td><input type="checkbox"/> Funerals</td> </tr> <tr> <td><input type="checkbox"/> Coverage for incumbent</td> <td><input type="checkbox"/> Other (specify):</td> </tr> </table>	<input type="checkbox"/> Pastoral care	<input type="checkbox"/> Christian education	<input type="checkbox"/> Weddings	<input type="checkbox"/> Funerals	<input type="checkbox"/> Coverage for incumbent	<input type="checkbox"/> Other (specify):
<input type="checkbox"/> Pastoral care	<input type="checkbox"/> Christian education						
<input type="checkbox"/> Weddings	<input type="checkbox"/> Funerals						
<input type="checkbox"/> Coverage for incumbent	<input type="checkbox"/> Other (specify):						

**Marriage Registration Number # or Authorization # (if applicable):** \_\_\_\_\_ (marriage license can be obtained through the Administrative Support for the Executive Minister (1-800-268-3781 ex. 6152))

**Approval by the Community of Faith** (to be completed by Community of Faith passing the motion)  
 The Official Board/Unified Board/Council of \_\_\_\_\_ Community of Faith  
 Has received assurance that the marriages performed

- a) will be a pastoral function under the oversight and discipline of the Regional Council, and
- b) will be properly registered in records maintained by a pastoral charge of UCC and will comply with the provincial requirements.

and approves the request of \_\_\_\_\_ (name of member of Order of Ministry)  
 To be recognized as a Voluntary Associate Minister of the Community of Faith.

Date: \_\_\_\_\_ **Signed:** \_\_\_\_\_ Office Held: \_\_\_\_\_

Date Racial Justice Training \_\_\_\_\_  
 Date Sexual Abuse Prevention & Response Policy Training \_\_\_\_\_  
 Date of Level 2 Police Check \_\_\_\_\_

**For Regional council office use only**  
 Approval by Regional Council: The Eastern Ontario Outaouais Regional Council Executive has approved the VAM application by motion (date of meeting \_\_\_\_\_). The appointment begins July 1, 2024 and finishes June 30, 2025.

Date: \_\_\_\_\_ **For Regional council office use only**  
 Executive Minister: \_\_\_\_\_

*The user retention and disclosure of personal information from this form is done in compliance with privacy legislation including, but not limited to, the Personal Information Protection and Electronics Documents Act (2000)*

**Please return application to the office of the Executive Minister** (C/o Rev. Whit Strong, Pastoral Relations Minister, 347 Richmond Road, Ottawa, ON K2A 0E7, [wstrong@united-church.ca](mailto:wstrong@united-church.ca), 1.800.268.3781, extension 6148).