

Approved Pastoral Supervisor Agreement

Thank you for your offer to provide pastoral supervision services to the Anglican Diocese of Sydney:

To be eligible to be an **Approved Pastoral Supervisor**, a person must:

1. Have a personal faith in Jesus Christ and believe the Nicene Creed.
 2. Have your own "supervision on supervision"
 3. Provide the Diocese with a Police Check (Criminal History Check Certificate)
 4. Have completed a recognised qualification or course in Pastoral Supervision (or deemed equivalent), and meet the academic requirements to be an associate or member of AAOS, and have read and understood the information provided to you (as attached - Pastoral Supervision in the Diocese) by the Archbishop (for the purposes of this Policy) concerning the nature and context of ministry in the Diocese of Sydney.
 5. Work within the Code of Conduct/Ethics of your professional membership and the [Code of Conduct of the Anglican Church of Australia](#) - A national code for personal behaviour and the practice of pastoral ministry by clergy and church workers
 6. Approved Supervisors are required to have an Australian Business Number ('ABN') and be in a position to provide a valid Tax Invoice stating the ABN for services provided under contract.
- Insurance
7. You shall effect all insurance required by law, and as required by Sydney Diocesan Services to produce evidence of such insurances from time to time.
 8. A Pastoral Supervisor's category determines the applicable insurance arrangements. Unless otherwise covered by another organisation's insurance, - Approved Pastoral Supervisors are to obtain their own insurance, Approved Pastoral Supervisors who are licensed ministers and are not able to obtain their own insurance are covered by the Diocese's insurance policy, and
 9. Pastoral Supervisors are required to hold professional indemnity insurance (or equivalent) for an amount of not less than \$1 million in the aggregate which covers their services as a Pastoral Supervisor for the purposes of the Pastoral Supervision Policy (A Policy of the Archbishop-in-Council of the Diocese of Sydney).
 10. You acknowledge having read the [Faithfulness in Service](#) and agree to the terms of providing Pastoral Supervision services by signing this Letter of Contract.
 11. Provide details of your current Pastor as a Referee. They will then be emailed a character reference form to complete and return to us.

As an Approved Pastoral Supervisor, you will be required to:

- Provide individual pastoral supervision on a regular basis appropriate for the supervisee's stage of development (6-10 sessions a year).
- Provide regular feedback to the supervisee in supervision sessions.
- Have a working knowledge of the professional standards required of the employee as outlined in relevant organisational codes of conduct and, for licensed or authorised personnel, [Faithfulness in Service](#): A national code for personal behaviour and the practice of pastoral ministry by clergy and church workers
- Work within your own professional organisation's ethical standards
- Undergo a half-hour interview with the Manager for Pastoral Supervision where your suitability to be added to the list will be considered. Where applicants are unsuccessful feedback will be provided.

If you accept the terms and conditions of this agreement, **kindly sign below, email the signed page together with the required documents listed over the page to sarah@mtd.org.au**

If you have any questions about this agreement, please don't hesitate to contact me. Thank you for your partnership with us in supporting our ministers.

Sarah Balogh

Manager Pastoral Supervision

E: sarah@mtd.org.au

**sydney
anglicans⁺**

MINISTRY TRAINING
& DEVELOPMENT

LETTER OF AGREEMENT FOR PASTORAL SUPERVISION:

I accept the terms and conditions as outlined in this Letter of Agreement.

Name of Supervisor: _____

Signed: _____

Date: _____

NB: The following documents should be included with the return of this signed Letter of Agreement:

- Copies of your Professional Accreditation and/or recognised Pastoral Supervisor i.e.
 - Graduate Certificate in Professional Supervision,
 - AAOS documentation
- A copy of Insurance documents (Certificate of Currency, Public Liability)
- Your ABN number
- Supply your Minister/Pastors email and phone number for completion of a character reference.
- Details of your own Supervisor (Supervision of Supervisor)
- A copy of a Police check document (National Criminal History Check Certificate) no older than 12 months. We recommend <https://www.crimcheck.org.au/>
Please note, a working with children certificate is not sufficient.