

Addendum H

REGULAR REVIEW OF STATED AND INTERIM SUPPLY RELATIONS

Purpose: In keeping with the Committee on Ministry's responsibility to provide care, oversight and counsel with its ministers, sessions and congregations, the Committee on Ministry will conduct a regular review session (preferably annually, and at least every two years) with the supply minister and the session of those congregations.

Procedure:

1. During the final interview of the Committee on Ministry with the supply ministerial candidate, the Session and the supply minister are apprised of the policy to have a 12 month visit with the Session and the supply minister.
2. Approximately in the 9th or 10th month a Committee on Ministry member will contact the Clerk of Session to set up the exact date of the visit. Copies of this addendum shall be sent to the clerk for every member of the Session.
3. At the pre-arranged time the Committee on Ministry representative, a Strategy representative and the Presbytery Executive will participate with the Session in an informal evaluation of the supply relationship in three time segments:
 - a. With supply minister;
 - b. With the session, during which time the supply minister will not be present;
 - c. A time segment and planning period with the session and minister together;
4. The purpose of the visitation is explained:
 - a. To maintain open communication among the Committees on Ministry and Strategy and the supply minister and the Session;
 - b. To elicit both positive and negative comments, if there are such;
 - c. To be supportive of the pastor and Session;
 - d. To explore strategies for pastoral service to the congregation.
 - e. To explore strategies for the congregation's ministry to its community and the world.
5. Though no printed document for evaluation is used, questions like the following should be asked:
 - a. How are things going with you and your supply pastor?

- b. How do you see things progressing in the various organizations of the church?
 - c. What comments are you hearing of the overall program of the church?
 - d. As you understand your supply minister's schedule, how do you see the supply minister's time being spent?
 - e. How does your supply pastor accept defeat or opposition to his/her ideas?
 - f. How does your supply pastor deal with conflict? How do the Session and congregation deal with conflicts?
 - g. Are there any appropriate changes in your pastoral supply contract?...Time and service expected?...Financial negotiations and compensation?...Alternate strategies moving toward full time?...Dual-Role Ministry(CODE)?
 - h. Are there any ways in which the Presbytery or its service units may be of additional help to your congregation?
6. Full notes of the comments are taken by the Executive, who will share these with the supply minister at a later time.
 7. A summary of the comments is made by the Executive and a copy given to the supply minister, the Clerk of Session and the Chairpersons of the Committees on Ministry and Strategy.
 8. A report is given to the Committees on Ministry and Strategy only that the visit was completed, with an overall statement of the "climate" of the situation.

Anticipated By-Products From Such Consultations:

1. Promotes open communication between supply minister and Session.
2. Potential difficulties may be uncovered early.
3. Evidences Presbytery's positive supportive concern and role.
4. Creates a more positive image for the Committees on Ministry's and Strategy's roles of the Presbytery.
5. Provides a good occasion for contact of Executive Presbyter with Session.
6. Another opportunity for the Executive Presbyter to be a pastor to pastor.