



Ministry Pastoral Supervision Policy v1.2			
Body adopting Policy:	Diocesan Council	Date of Adoption:	12 April 2023
Resolution:	DC23/49	Review Schedule	3 Years
Related Documents:	<ul style="list-style-type: none"> • Ministry Wellbeing Framework • Archbishop’s Licensing Policy • Safe Ministry Policy 		

1. Background

- 1.1. The Royal Commission into Institutional Responses to Child Sexual Abuse, in its 2017 final report, recommended that each Diocese of the Anglican Church of Australia should ensure that all people in religious or pastoral ministry undertake mandatory pastoral supervision.
- 1.2. This policy implements a mandatory program of pastoral supervision for all ministers in the Anglican Diocese of Adelaide in response to these recommendations.

2. Definitions

- 2.1. For the purposes of this policy, **pastoral supervision** is an agreed, regular, planned, confidential and intentional space in which a practitioner skilled in supervision (the supervisor) meets with one or more ministers (the supervisee/s) to consider together the practice of ministry with a view to enhancing the supervisees’ personal wellbeing and effectiveness in ministry and in their ministry relationships.
 - 2.1.1. Professional supervision is synonymous with the term ‘pastoral supervision’ also used by the Royal Commission into Institutional Responses to Child Sexual Abuse.
 - 2.1.2. In this policy, professional supervision is distinct to, and separate from, line management supervision, whereby a more experienced person may supervise another person’s performance, ministry coaching, mentoring, spiritual direction, and other like relationships and practices.
- 2.2. **Ministers** means:
 - 2.2.1. Licensed and stipendiary or paid clergy; and
 - 2.2.2. Stipendiary or paid lay church workers providing pastoral care or service, including:
 - a) Children's and families' workers.
 - b) Pastoral care workers.
 - c) Youth ministers and generations ministers, and
 - d) chaplains in hospitals, aged care facilities, and prisons.



2.2.3. A minister does not include a person exclusively involved in administration.

- 2.3. **Supervisor** means a person added to the Diocesan register of approved supervisors in accordance with this policy.
- 2.4. **Co-ordinator** means the person appointed by the Archbishop to have oversight of, and to co-ordinate, the Diocesan program of pastoral supervision.

3. Hours

- 3.1. Ministers must complete a minimum of:
- 3.1.1. six (6) hours of individual supervision; OR
 - 3.1.2. twelve (12) hours of group supervision; OR
 - 3.1.3. A combination of both
- each calendar year.
- 3.2. The Archbishop has the discretion to allow reduced hours of pastoral supervision where a minister:
- 3.2.1. Is experiencing extended illness or leave (such as long service leave),
 - 3.2.2. Has intermittent or reduced working hours
 - 3.2.3. Is concluding their ministry within the calendar year
 - 3.2.4. Is experiencing hardship
 - 3.2.5. Any other special circumstance
- Any such variation to a minister's pastoral supervision hours must be requested and approved in writing.
- 3.3. Clergy who the Archbishop has granted Permission-to-Officiate (PTO) do not need to undertake supervision unless appointed as a locum tenens for twelve (12) months or more.
- 3.4. Where a minister commences a new ministry role during the calendar year, pastoral supervision undertaken in the former role is counted towards the total hours of pastoral supervision for that year.

4. Supervisors

- 4.1. Pastoral supervision in the Diocese can only be undertaken by supervisors approved by the Archbishop or delegate.
- 4.2. A person suitable to be a pastoral supervisor will:
- 4.2.1. Have successfully completed:



- 4.2.1.1. a Graduate Certificate or Diploma in Professional Supervision from an accredited theological education provider, OR
- 4.2.1.2. other formal accredited training in Professional Supervision such as two subjects in Professional Supervision from the School of Theology Charles Sturt University, Moore Theological College, Australian College of Theology; or
- 4.2.1.3. an equivalent qualification; or
- 4.2.2. Be recognised as:
 - 4.2.2.1. a CPE Acting Level 1 Supervisor or higher; or
 - 4.2.2.2. an accredited supervisor with a relevant professional association such as AAOS, CCAA, Chaplaincy Australia, Transforming Practices, PACFA, AASW, APS, or equivalent.
- 4.2.3. A pastoral supervisor will also:
 - 4.2.3.1. Hold a professional membership with a relevant professional association (or be working towards holding a membership)
 - 4.2.3.2. hold adequate professional indemnity and public liability insurance covering working as a professional supervisor; and
 - 4.2.3.3. be receiving regular continuing professional development in supervision (5 hours per annum recommended); and
 - 4.2.3.4. be receiving professional supervision for their practice.
 - 4.2.3.5. have suitable respect for and understanding of the context and framework in which the minister works; and
 - 4.2.3.6. have a degree of independence from the institution within which the person is in ministry.
- 4.2.4. Where a person is working towards completion of a qualification described in 4.2.1 and where practical supervision experience is required as part of the course, that person can be provisionally approved to deliver supervision to ministers to the extent necessary to complete the course requirements.
- 4.3. The Archbishop may accept or reject any application to become an approved supervisor at his sole discretion.
- 4.4. The Registrar will maintain a register of approved supervisors.



5. Access

- 5.1. An approved supervisor's location should not prevent adequate access to pastoral supervision. Pastoral supervision may be accessed by a range of methods:
 - 5.1.1. In-person
 - 5.1.2. Online
 - 5.1.3. Via telephone
 - 5.1.4. Via video conference
- 5.2. The cost of pastoral supervision should not prohibit any Minister from completing the required hours.
 - 5.2.1. Parishes and ministry units to which a Minister is licensed should bear the cost of pastoral supervision up to a maximum of \$900 per year or as determined by Diocesan Council annually.
 - 5.2.2. Additional costs of supervision remain the responsibility of the minister. However, it can be shared between a minister and the parish or employing organisation; this agreement should be negotiated to suit both parties and exist in writing.

6. Contractual Agreements

- 6.1. A supervisor agreement should be negotiated on or before the first meeting between the supervisor and minister and should include the following:
 - 6.1.1. time, place, frequency, and duration of sessions
 - 6.1.2. cost
 - 6.1.3. focus of supervision
 - 6.1.4. expectations and needs of the supervisor and the minister;
 - 6.1.5. confidentiality and its limits;
 - 6.1.6. short- and long-term goals for supervision; and
 - 6.1.7. a commitment to review and update the contract or covenant regularly.
- 6.2. These criteria should be adjusted where appropriate to incorporate cultural, linguistic, and ability diversity.
- 6.3. Evidence of a contract shall be provided to the Registrar by 31st March each year.



7. Confidentiality

- 7.1. The content of any discussion, however conducted, between a Supervisor and Supervisee shall remain confidential within the limits of confidentiality as outlined in the Australian Psychological Society Code of Ethics.

8. Reporting

- 8.1. Attendance at supervision sessions is to be recorded by the supervisee and the supervisor.
- 8.2. An annual declaration (substantially in the form of Schedule C) is to be submitted to the Registrar by the 31st of March each year, confirming the number of hours of pastoral supervision undertaken during the calendar year. An annual declaration must be submitted for each engagement where a minister has engaged multiple supervisors.

9. Compliance:

- 9.1. All ministers who hold a licence under the Archbishop's Licensing Policy are required to comply with this policy.
- 9.2. Where the Archbishop is satisfied that a minister has not complied with the requirements of this policy, the Archbishop may take appropriate action to ensure compliance. This action may include suspension of the minister's licence until the situation is rectified.