

## **Summary of Phase 3 Process**

### **1. PCC Decision and Approval**

- Parochial Church Councils (PCCs) vote to participate in the Minster Community (MC) based on the final proposal.
- The Joint Archdeacon Mission Committee (JAMC) recommends the formation of the MC to the Bishop and Trustee Board.
- The Bishop and Trustee Board provide final approval.

### **2. Transition of Support**

- Contracted facilitators conclude their work at this stage.
- Ongoing support for the MC will be provided by the Parish Transition and Ministry Department and the Archdeacons' Office.

### **3. Appointment of Oversight Minister (OM)**

- The process to appoint an OM begins. This may be:
  - A short transitional role (approximately 6 months) while a permanent appointment is made, or
  - A longer interim role (up to 3 years) as the MC establishes itself.

### **4. Formation of Interim Oversight Group**

- An Interim MC Oversight Group is created to work alongside the OM and support Phase 3 activities.
- This group may consist of members from the Phase 2 Coordinating Group or new volunteers.
- A Minster Community may wish to form other key groups or communities of practice – such as a Safeguarding Group, Focal Ministry Group.
- The interim Oversight Group will be given the template Memorandum of Understanding at this stage for information.

### **5. Launch Service**

- Phase 3 begins with a Launch Service where the Bishop commissions:
  - The OM
  - The Oversight Group
  - All members of the congregations as they start their journey together.

## 6. Memorandum of Understanding (MOU) –

- An MOU is developed to outline the intentions and mutual understanding of all parties in terms of how parishes work together as a Minster Community. It will take the actions of the proposal and outlines how parishes work together to implement it.
- There will be a template provided by the Archdeacon's office which the Interim Oversight Group and the Oversight Minister will edit to suit the MC.
- This will then be sent to all PCCs to sign the commitment.

## 7. Ministry Discernment

- In the discernment and forming of the whole Minster Community ministry team – one that can gather and support one another
- A gathering of all ministers across the MC to reflect on their roles.
  - Share about the mission and aims of the Minster Community and how ministry will be part of that to enable individual prayerful discernment
  - Conversation about how ministry will be rooted and shared.
- Individual discernment conversations for incumbents and associate ministers regarding their current roles and potential MC-wide responsibilities.
  - Conversations will take place with the Oversight Minister/ Archdeacon/ Bishop/ local incumbent (The Oversight Minister will keep track of these conversations)
- Identify named person(s) (this could be a focal minister or member of clergy), for each benefice / parish as appropriate. Discernment led by local PCCs in collaboration with the designated incumbent and Oversight Minister. Safer recruitment process will be followed.
- Outcomes may include:
  - Licensing ministers beyond their existing roles
  - New working agreements
- **Memoranda of Agreement (MOA)** will then be created between ministers to define terms of collaboration. This work will be supported by the Archdeacon's office.

## 8. Formation of Key Groups

- **Minster Community wide Resourcing Ministry Group:**
  - Works closely with the OM. Gathering to resource one another for the ministry across the MC as they enable others in the MC.
  - Includes stipendiary ministers those holding MC wide roles.
  - This team will support the whole ministry team of the MC
  - Will hold the mission of the MC
- **Minster Community Oversight Group [Transitioning from the Interim Oversight Group]:**
  - A representative governance group (e.g., JCC or similar structure).
  - Handles MC-wide governance including financial and safeguarding matters and MC wide administration as informed by the MC proposal.
  - If a JCC is not formed, a core group will be established to manage overarching responsibilities and clarify parish-level governance.

## 9. Refocusing on Mission

- With structures in place, the MC can incorporate and honour its proposal and missional priorities.
- Engage with schools to implement missional initiatives in light of the Storyboards and discerned response.
- Participate in a planned **Vision Day** to:
  - Reflect on next missional steps to continue implementing the proposal.
  - Celebrate the work already implemented in the first 6 months

## 10. At the 12 month point

- One year review of the initial implementation plan, the ministry team formation
- The MOU can then be reviewed and amended as required to take the MC forward.