

# PRESBYTERY OF PERTH

## BASIS OF TEAM MINISTRY

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As agreed in the Basis of Union for Dundee: Broughty Ferry Parish Church (Church of Scotland) and Basis Deferred Union for St. Stephen's and West Parish Church of Scotland (Broughty Ferry) within the **Presbytery of Perth**, a Team Ministry shall operate there as follows.

### 1. TEAM ROLES

The Team shall comprise (in line with the Presbytery Mission Plan):

The two Full Time Ministers of Word and Sacrament [A] & [B] both being Reviewable Tenures of minimum time periods of 7 years

(i) MODERATOR OF THE KIRK SESSION

**The Moderator of the Kirk Session shall be FTMWS [A] first to be appointed with the understanding that this include this as a duty.**

- (a) A document outlining the main areas of work for each post will be prepared confirming joint working arrangements and outlining necessary experience and skills. Both appointees will be required to demonstrate innovative approaches to worship leadership in both traditional and contemporary styles; pastoral care; and engaging with children and young people.
  - (b) FTMWS [A] will be nominated to moderate Kirk Session meetings and will be appointed in advance of FTMWS [B].
  - (c) Manses are available for both FTMWS posts (New Kirk and BHSM)
- (ii) 1 x Ministry Development Staff member - to assist with the delivery of Team Ministry objectives. This post shall be available until 2027 with the concurrence and approval of Presbytery.

All of the roles together constitute the team and each person is a team member. It shall be the duty of all team members to work collaboratively to further the mission of the Church, sharing or covering for each other's duties where necessary and permissible in terms of Church law but not so as to make any material alteration to the terms of service of any team member working under a contract of employment without the agreement of that person.

The Team Ministry as outlined above will ultimately serve the single Parish of Broughty Ferry, including the parish St Stephen's and West at the point of deferred union and be supported by:

- a) pastoral care, youth work and secretarial employees on terms which will be agreed by the Kirk Session;
- b) congregational members who have received accredited training in worship leadership;
- c) Congregational members who received training in the conducting funerals.

Broughty Ferry Parish Church shall comprise two designated Worship Centers, one located in the center of Broughty Ferry and one at Barnhill St. Margaret's Church and the Team Ministry will require to plan for and deliver effective ministerial services across both Centres.

The 5 Marks of Mission and the potential outcomes arising from discussions in the Broughty Ferry/Barnhill Mission Plan Grouping shall guide appointments to the Team Ministry and be central to the delivery of ministry in the single parish. Appointments to the Team Ministry will take account of and reflect the Deferred Union status of St Stephen's and West and their ultimate joining the new union.

All roles within the team which are for FTMWS shall, if vacant, be subject to the Vacancy Procedure Act (Act VIII 2003).

### 2. TEAM MEETINGS AND CO-ORDINATION

The members of the team shall meet regularly [and at least monthly] in order to co-ordinate and carry out the work of the team as effectively as possible and discuss matters of common interest. Meetings may take place in person or via video-conference or a hybrid of the two and shall be chaired by an agreed team member. The Chair will be responsible for circulating an agenda, where possible, at least three days prior to each meeting. Any team member may request that an item is added to the agenda. Matters requiring a decision by the team shall be decided by a simple majority. If a member is unhappy with a decision, he or she may invoke the dispute resolution procedure set out below. A secretary should be appointed from the team membership and will be responsible for taking minutes, circulating them amongst the members and retaining copies.

One member of the team should take on a role to co-ordinate the work of the team; this will include making sure any gaps in the work of the team are filled. **The team will themselves decide who fulfils this role.**

#### 4. DISPUTE RESOLUTION

1. If a dispute arises out of or in connection with this Team Ministry then (subject to section 4.7 below) the procedure set out in this clause shall be followed.
2. Any member of the team shall be entitled to give to all or some other members of the team (“the relevant team members”) written notice of the dispute, setting out its nature and full particulars, together with any relevant supporting documents. The relevant team members shall attempt in good faith to resolve the dispute at this stage.
3. If the relevant team members are unable to resolve the dispute within 30 days of such written notice having been given, the dispute shall be referred to the Presbytery Clerk, who shall attempt in good faith to resolve it.
4. If the Presbytery Clerk is for any reason unable to resolve the dispute within 30 days of it being referred to him or her, the relevant team members agree to enter into mediation in good faith to settle the dispute. The mediator will be nominated by the Presbytery Clerk having consulted with the Principal Clerk. To initiate the mediation, one of the relevant team members must give written notice to the other relevant team members, referring the dispute to mediation.
5. If there is any point in relation to the logistical arrangements for the mediation on which the relevant team members cannot agree, the Presbytery Clerk will be entitled to decide that point, having first consulted with the relevant team members.
6. If the dispute is not resolved within 30 days of commencement of the mediation, the matter shall be referred by the Presbytery Clerk to the Presbytery’s Complaints Committee, or other equivalent Presbytery Committee, subject to any issues of discipline which arise and any other matters which may require to be resolved in terms of the employment contract(s) of the relevant team members. Except in relation to matters which properly fall to be dealt with in terms of the employment contract(s) of one or more relevant team members, there shall be no appeal against the decision of the Committee.
7. Where the relevant team members include one or more employees, this dispute resolution procedure is without prejudice to the grievance and discipline procedures set out in their contract(s) of employment. For the avoidance of doubt, any team member who is serving under a contract of employment shall be entitled to raise with their employer any matter which they wish to have treated as a grievance, and the employer shall be entitled to raise with the employee any matter which it considers to be disciplinary in nature. .

#### 5. FURTHER PROVISIONS

**None**

## 6. PRESBYTERY'S POWER TO ADJUST TEAM MINISTRY

The Presbytery shall be free to adjust arrangements relating to the Team Ministry, subject to matters of tenure, as Presbytery may determine from time to time. Any material change to this Basis shall require to be agreed by all members of the team.