

**ANGLICAN DIOCESE OF BUNBURY**

**Ministry  
Wellbeing and  
Development**

**MANDATORY NATIONAL STANDARDS**

**RECOMMENDATION 16.5**

**ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD ABUSE**

**The Anglican Church of Australia should develop, and each diocese should implement mandatory national standards to ensure that all people in religious or professional ministry (bishops, clergy, religious and lay personnel):**

- a) undertake mandatory, regular professional development, compulsory components being professional responsibility and boundaries, ethics in ministry and child safety**
  - b) undertake mandatory professional supervision**
  - c) undergo regular performance appraisals.**
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**RECOMMENDATION 16.44**

**ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD ABUSE STATES**

**Consistent with Child Safe Standard 5, each religious institution should ensure that all people in religious or pastoral ministry, including religious leaders, are subject**

- to effective management and oversight and**
- undertake annual performance appraisals.**

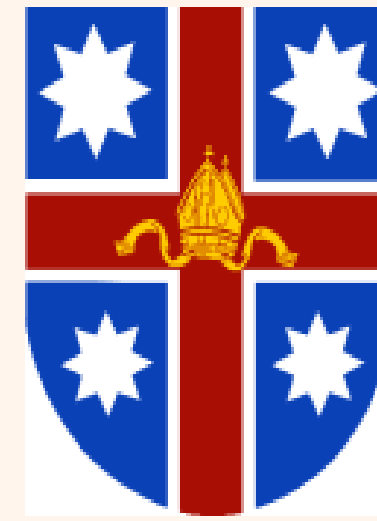
**RECOMMENDATION 16.44**

**ROYAL COMMISSION INTO INSTITUTIONAL RESPONSES TO CHILD ABUSE STATES**

**Consistent with Child Safe Standard 5, each religious institution should ensure that all people in religious or pastoral ministry, including religious leaders, have professional supervision with a trained professional or pastoral supervisor who has a degree of independence from the institution within which the person is in ministry.**

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# General Synod Safe Ministry Commission



**Anglican Church of Australia  
Policy, Guidelines, and  
Resources for the ongoing  
professional development,  
professional supervision, and  
ministry review of stipended  
clergy and stipended lay  
ministers**

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# Minister Wellbeing and Development

THREE COMPONENTS

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**Professional  
Development**

10 hours per year

**Professional  
Supervision**

6 hours per year

**Regular  
Review**

Once a year

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# Minister Wellbeing and Development

THREE COMPONENTS

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**Professional  
Development**

30 hours over a  
three year cycle

**Professional  
Supervision**

6 hours per year

**Regular  
Review**

Once a year

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# **Professional Development**

**The maintenance and enhancement of the knowledge, expertise and competence of ministers throughout their vocation, according to a plan which has been developed with regard to the needs of the minister, the church and society.**

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# **Requirements for other professions**

<b>Queensland Teachers</b>	<b>- 20 hours per year</b>
<b>NSW Teachers</b>	<b>- 100 hours over a 5-year period</b>
<b>Registered Nurses and Midwives</b>	<b>- 20 hours per year per discipline</b>
<b>Chartered Engineers</b>	<b>- 150 hours over a 3-year period</b>
<b>Chartered Accountants</b>	<b>- 120 hours over a 3-year period</b>
<b>Financial Advisers</b>	<b>- 40 hours per year</b>
<b>Social Workers</b>	<b>- 30 to 50 hours each year</b>
<b>Psychologists</b>	<b>- 30 hours per year</b>
<b>Medical Board of Australia</b>	<b>- 50 hours per year</b>

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# Mandatory components

**3 hours  
per cycle**

Minimum three hours  
in child safety

**+ 3 hours  
per cycle**

Minimum three hours in  
professional  
responsibilities and  
boundaries,

**+ 3 hours  
per cycle**

Minimum three hours in  
ethics in ministry

**+ 3 hour  
per cycle**

Minimum three hours in  
domestic and family  
violence

**+ 18 hours per cycle in self-selected components**

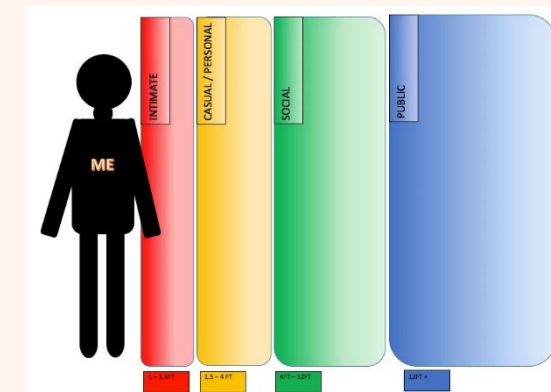
**Mandatory topic**

# **Professional responsibilities and boundaries**



## **Professional boundaries**

Workplace behaviours, respectful communication, inclusivity, safety, confidentiality, receiving gifts, inappropriate personal, emotional, physical and sexual contact, verbal and physical aggression,




## **Personal boundaries**

Uses of personal information, privacy, discussing personal issues, taking work home, accessibility of the minister

What is Professional Responsibility?

- Legal and moral duty of a professional to apply his or her knowledge in ways that benefit his or her client, and the wider society, without causing any injury to either.



## **Other matters**

Legal and moral duty of ministers eg. Codes of Conduct

**Mandatory topic**

# **Ethics in ministry**

**Ministry practices**

**Pastoral relationships**

**Power and influence**

**Minister's Personal  
& public life**

**Mandatory topic**

# **Child Safety**

- **Training in the National Principles for Child Safe Organisations**
- **Awareness of state legislation and compliance requirements**
- **Training in how to implement the National Principles in a particular ministry context**
- **Training in any changes to best practice or requirements**
- **Mandatory reporting training**
- **Any other required child-safety training**

**Mandatory topic**

# **Domestic and Family Violence**

- **Training to increasing ministers' understanding of the patterns and dynamics of abusive relationships;**
- **providing information on domestic and family violence resources and services; and**
- **developing ministers' abilities to be proactive in addressing intimate partner violence.**

# **What kind of activities can I do?**

- **Attendance at seminars, workshops and conferences**
- **Lectures and discussion groups,**
- **Multimedia or web-based programs**
- **Other suitable educational activities**
- **Academic studies related to ministry practice**
- **Private study or professional reading (max 30%)**
- **Researching and Publication of a book or article related to ministry practice (max 30%)**
- **Membership of a committee, taskforce, working group related to ministry (max 30%)**
- **Teaching other ministers – in an academic institution, in a conference or course**



# Maximum Allowances

**Professional reading**

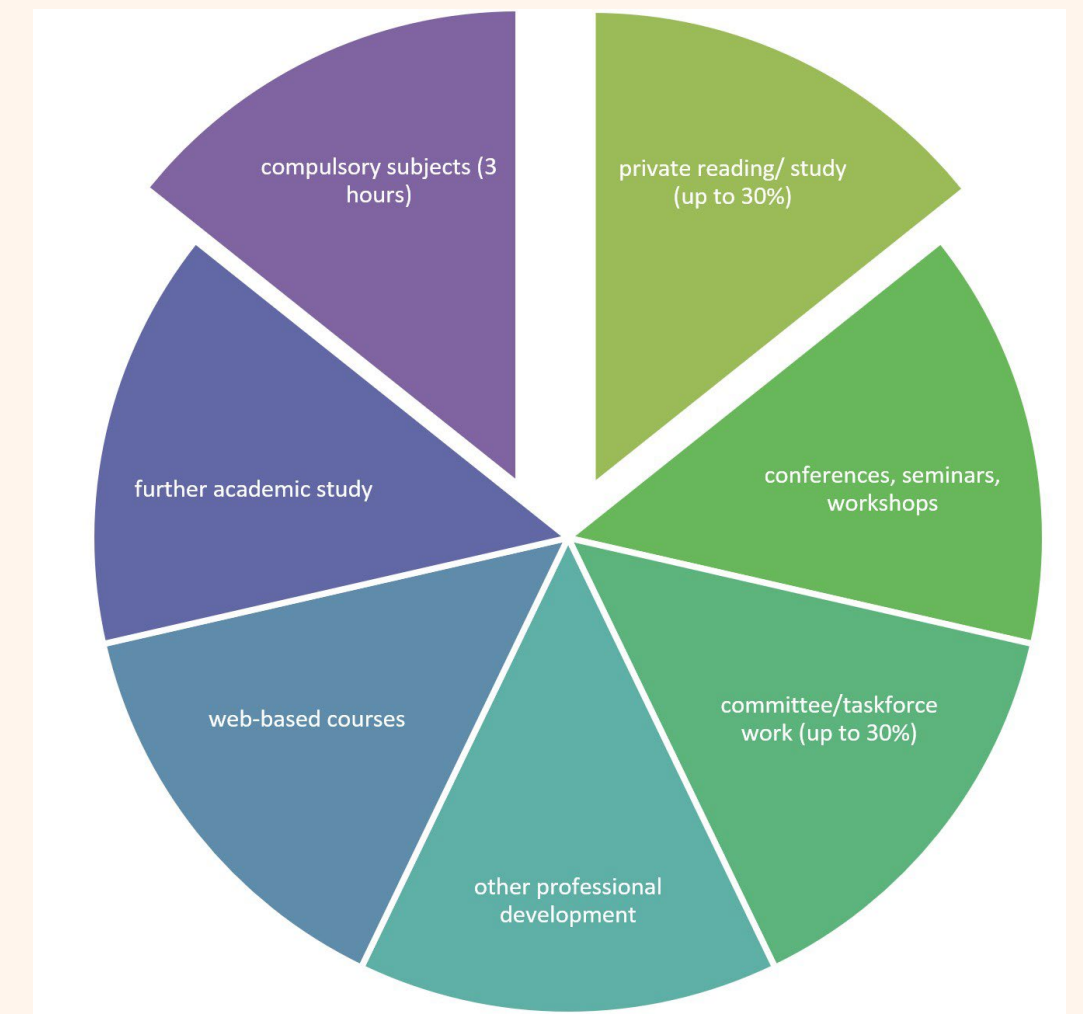
**30%**

**Committees / Task force**

**30%**

**Publish books / articles**

**30%**





# Other considerations

## ○ **Accountability**

- Must keep records and evidence of their Professional Development activities
- Must supply these annually as part of their ministry review.

## ○ **Failure to complete**

Dioceses have discretion to take action that it considers appropriate.

## ○ **Exemptions**

Dioceses have discretion to allow an exemption in cases of illness

## ○ **Costs and models**

Does not need to have high fees attached to it to be worthwhile.

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# **Professional Supervision**

**means intentional, contracted or covenanted, regular conversation between a professional supervisor and a minister to focus on their ministry and any issues arising from that ministry. It has a strong emphasis on the wellbeing of the minister and the way that ministry is conducted faithfully, ethically, and compassionately.**

# **The Professional Supervisor**

**Professional supervision must be facilitated by a professional supervisor, defined as a person who has successfully completed:**

- Graduate Certificate or Diploma in Professional Supervision**
- or other formal accredited training in Professional Supervision or an equivalent qualification;**

- **or be recognised as a CPE Acting Level 1 Supervisor or higher;**
- **Or an accredited supervisor with a relevant professional association**

# **The Professional Supervisor**

**will also:**

- **hold professional membership with a relevant professional association and**
- **hold adequate professional indemnity and public liability insurance covering working as a professional supervisor; and**
- **be receiving regular continuing professional development in supervision**



# Minimum Requirement

**6 hours  
per year**

Individual Supervision

**or**

**12 hours  
per year**

Group Supervision

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# Professional Supervision



**Face to Face**



**Online**

**Telephone**



**Video calling**

**Web conferencing**

# Other considerations

## ○ Accountability

- Must keep records and evidence of their Professional Supervision sessions
- Must supply these annually as part of their ministry review.

## ○ Failure to complete

Dioceses have discretion to take action that it considers appropriate.

## ○ Exemptions

Dioceses have discretion to allow an exemption in cases of illness

## ○ Costs and models

- Individual Supervisors are paid in the order of \$100 - \$150 per hour.
- Group supervision with 5 -6 supervisees is between \$60 -\$80 per individual for a two hour session.



# Further considerations

## ○ Approved Supervisors

- Dioceses have discretion to approve a list of Approved Supervisors for their ministers.
- Professional Supervision should be facilitated by an Approved Supervisor.

## ○ Contract / Covenant

- Must be a contract or covenant.
- Must be lodged with Diocese



# Funding Supervision

## Option 1

Parishes pay the full cost of a staff member's professional supervision as a staff expense.

## Option 2

The cost is shared equally between

1. the diocese,
2. the parish and
3. the individual

## Option 3

The cost is shared equally between

1. the parish and
2. the individual

## Option 4

The individual pays the full cost of their own professional supervision

# **Ministry Reviews**

**Ministry reviews are guided reflections and discussions that focus on a ministers' ministry over a preceding period of time.**



# Minimum Requirement

## Undertaken Annually

### Collection of Information

through a report/  
questionnaires/  
interviews and  
from selected  
recipients of the  
person's ministry

### Consideration of Information

review of such  
ministry areas as

- skills,
- deficiencies,
- goals
- spiritual,  
personal and  
training needs

### Reporting of Information

Brief report to  
bishop of ministry  
goals and training  
needs for the  
coming year



**with increasing feedback processes and depth**

## **Three Year Cycle**



# Other considerations

## ○ **Accountability**

- Year 1 & 2: a brief report of goals and training needs should be supplied by the reviewer to the licencing Bishop
- Year 3: a detailed written record of the review should be supplied by the external reviewer to the minister, licencing Bishop, and a copy kept confidentially on the minister's personnel file.

## ○ **Failure to complete**

Dioceses have discretion to take action that it considers appropriate.

## ○ **Exemptions**

Dioceses have discretion to allow an exemption in cases of illness

## ○ **Costs and models**

- Cost is minimal if internal reviewers are used
  - Cost significant if external reviewers are used
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