

Application process for Ministers of other denominations to serve in ministry within the Uniting Church in Australia – Synod of Victoria and Tasmania

Application to Serve

Step One:

Arrange to have an initial conversation with the Associate General Secretary. The conversation will address your reasons for wanting to serve in ministry in the Uniting Church, and if you have the right to work in Australia.

Step Two:

Specific Good Standing information will be sought from your ordaining denomination and any other denomination with whom you have been in ministry. You will be required to complete a personal Good Standing questionnaire as well as consent for information to be requested from the denomination(s) in which you have served. A letter from your denomination(s) will not be sufficient.

Step Three:

You will be required to complete a Personal Ministry Profile form and provide proof of a current Working With Children Check (or equivalent) and a current Police Check.

Step Four:

When all the information requested has been received, you will be asked to have a conversation with the Admission of Ministers committee to discuss your application.

Step Five:

The Admission of Ministers committee will determine if your application to serve in a UCA placement is successful. The need for further education will also be considered at this time. If so, your Personal Ministry Profile will be sent to the Placements Committee who will consider appropriate placements based on the information provided in your profile and invite you into a conversation with a placement which may lead to a call.

Uniting Church Studies

It is a requirement that this course is undertaken successfully by an applicant for ministry in the Uniting Church. This unit is offered by Pilgrim Theological College once per year. It may be undertaken either before you commence a placement or in the first year of placement depending on the time of year the course is offered.

Placement

Step Six:

When you are successful in achieving a placement, you will be under the oversight of the presbytery to which your placement belongs. The presbytery will provide support by appointing a Mentor to assist in your transition to ministry in the Uniting Church.

You will also be expected to engage with the presbytery by attending their meetings, participating in Code of Ethics training twice per year, as well as engaging in Professional Supervision. The presbytery will assist you to find an appropriate Supervisor.

Length of Placement

The regulations of the Uniting Church in Australia state that the length of placement for ministers of another denomination can only be for a period 3 years.

When a minister is admitted as a minister of the Uniting Church, the placement can continue up to 10 years (including the initial 3 years), or as otherwise specified.

Step Seven:

When you have been in placement for 1 year, you become eligible to apply for admission as a minister of the Uniting Church. You will be notified by the Admission of Ministers committee, and invited to apply.

If you choose to make an application for admission, detailed application information will be sent to you. When the application, requested documents, information and referee comments are received, the committee will invite you to a second conversation.

Application for Admission

Step Eight:

The committee will determine the application in one of the following ways:

- (i) Acceptance subject to issue of a certificate of completion by the Assembly;
- (ii) Provisional acceptance, subject to satisfactory completion of all requirements of the Synod, such as further education or formation in order to meet the standards required of ministers in the Uniting Church. If further education is required, you will be asked to complete the requirements successfully prior to being admitted. Provisional acceptance for admission will be sought from the Synod Standing Committee so that the placement can continue beyond 3 years in order to complete the requirements.
- (iii) Deferment for further consideration; or
- (iv) Rejection

Step Nine:

Once all requirements are completed successfully and the Synod Standing Committee has approved the application, the presbytery that has oversight will be asked to plan a service to formally admit you as a minister of the Uniting Church.

Where no application for admission is made

You do not need to apply in the second year of placement, but if an application is not received in the third year of placement, the placement will conclude at the end of that year and you will no longer be eligible to be considered for another Uniting Church placement.