



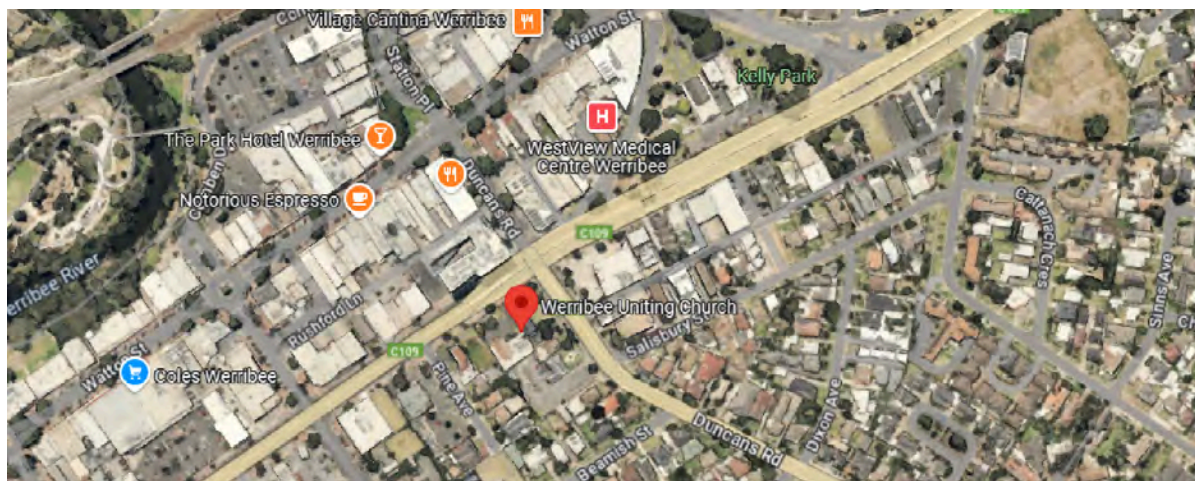
Werribee Uniting Church

Congregational Profile

2026

A Placement Profile

A1 Presbytery	Port Phillip West Presbytery		
A2 Name of Placement	Werribee Uniting Church		
A3 Placement city/suburb/town	Werribee		
A4 Church/Office location(s)	33a Synnot Street, Werribee 3030 (Cnr Duncans Rd & Synnot St, Werribee 3030)		
A5 Congregations and agencies associated with this placement	Formerly Werribee Crossroads UC and Hoppers Crossing UC		
A6 Ministry leadership being sought	Specific ministry role: Minister of the Word ☒ Ordinand ☐ Deacon ☐ Pastor ☐ Ministry of Pastor ☐		
A7 Specific details	Additional placement ☐ Replacement placement ☒ Full Time ☒ Part Time ☐ Time fraction Earliest Start Date: Immediate ☒ OR Click here to enter a date.		
A8 Placement term	Undefined ☒ Up to 10 years (see Reg 2.7.3(a)) Fixed Term ☐ Required for non-congregational placements (see Reg 2.7.3(b)): Years		
A9 To be completed by Presbytery, with reasons given on page :	Is permission sought to advertise? Yes ☐ No ☐ Is a Priority Placement recommended? Yes ☐ No ☐		
A10 Website	https://werribeeunitingchurch.org.au/		
A11 Social Media	https://www.facebook.com/profile.php?id=61567241261815		
A12 Google map link	https://maps.app.goo.gl/ZZVXefwRWSStLpdW6		
A13 Area map (paste image)			



B The Congregation

- B1** Tell a potential minister about this placement and yourselves, in your own words and pictures, in no more than one page. Share something of your congregation's values, beliefs and ways in which you live out and share the gospel message.

Include comments about why you need a new minister. How will this placement be exciting, challenging, and attractive to a minister? How can God be served in new ways here? What do you want the Minister to do with you and for you?

This is your chance to 'be creative' and catch the attention of someone who is thinking of sharing their call, their gifts, their life with you.



(The front of Werribee Uniting Church)



(Sunday Service at Werribee Uniting Church)

Nestled in Melbourne's ever-growing west, Werribee Uniting Church is more than a building – it's a diverse and vibrant community. We are a multi-generational, multicultural congregation with deep roots in our community and a strong spirit of welcome and inclusion. Born from the amalgamation of two Uniting Churches, our shared journey reflects resilience, grace, and unity in Christ.

Our worship life includes both English and Samoan services, blending traditional and contemporary styles. We believe in a gospel that walks with people – offering care in joy and in struggle. Through cultivating fellowship, community outreach, hospitality, and advocacy for justice and truth-telling, we live out the gospel message with compassion and purpose.



(Werribee Uniting Church's Samoan Ministry)



(Congregational life at Werribee Uniting Church)



B2 List and explain any particular priorities which the congregation has identified and which it will address in the next two to five years?

1. **Nurturing Children and Youth Ministries:** We seek to grow and strengthen our Sunday School and Youth programs, ensuring our younger generations are supported in their spiritual development and actively engaged in the life of the church.
2. **Inclusive and Diverse Worship:** We aim to continue evolving our worship styles to reflect the cultural and generational diversity of our congregation, creating meaningful and inclusive worship experiences for all.
3. **Deepening Discipleship and Engagement:** We are committed to fostering a more active and dedicated membership, encouraging greater participation in ministries, deeper commitment through baptism and confirmation, and increased involvement through volunteering and giving.
4. **Strengthening Biblical Teaching:** We plan to invest in robust biblical education through regular Bible studies, workshops, and teaching series that equip our members with a deeper understanding of Scripture and its relevance to daily life.
5. **Expanding Pastoral Care and Visitation:** We hope to strengthen our ministry of care by building a consistent and compassionate approach to pastoral support and visitation, ensuring no one in our community feels overlooked or isolated.

B3 Does this placement relate to more than one congregation?

Yes ☐ No ☒

If so, provide details on page .

**B4 What ethnic and language groups are represented in the congregation?
What proportion of the congregation does each represent?**

Our members come from a broad range of cultural and linguistic backgrounds:

- **Anglo-Saxon/British** – 70%
- **Samoan** – 20%

OTHERS - 10%

- **Diverse range of cultures across Europe, Pacific, Africa, Asia and the Americas**

B5 What languages are spoken in the life of your:

	Congregation, by		Community, by
Individuals	English is the primary language used in worship, with Samoan used regularly within the Samoan fellowship.	Individuals	Members speak a variety of languages including English, Samoan, Hindi, Spanish, Dinka, Fijian, and others, reflecting our diverse cultural backgrounds.
Groups	Sunday morning services are conducted in English. The Samoan ministry holds services in Samoan on the third Sunday of each month.	Groups	Language-specific groups include the Samoan Ministry, Dinka Fellowship and English-speaking gatherings.

B6 What languages are spoken by the congregation in worship?

Sunday morning services are conducted in English. The Samoan Ministry holds services in Samoan on the third Sunday of each month.

B7 Describe any involvement your congregation has in covenanting with first nations people.

At Werribee Uniting Church, we acknowledge the Bunurong people of the Kulin Nation as the Traditional Custodians of the land. We begin each service with an Acknowledgement of Country, grounding our worship in truth, respect, and reconciliation. Our Justice Task Group also supports activities that deepen our commitment to First Nations justice, healing, and relationship-building.

B8 List any UCA Schools and/or agencies (Uniting VicTas, Uniting AgeWell) with which the congregation has an existing relationship.

Werribee Uniting Church has ongoing relationships with Uniting AgeWell and Wyndham Uniting Care, partnering in community support and outreach.
There are no UCA schools currently connected to the congregation.

C Mission

C1 List three of your missional activities that your congregation does best?

1. Overseas Mission and Support

Through our strong UCAF network—the largest in Victoria—we support international initiatives where UCAF were able to send over 80 school backpacks to children in the Solomon Islands.

2. Local Community Outreach

Church members lead efforts in environmental stewardship (including beach clean-ups and climate advocacy), as well as initiatives such as the Christmas Bowl, food donations, Reverse Advent Hampers, blanket drives for the Uniting Winter Appeal, and occasional Sunday lunches (OSLO) that foster connection and hospitality.



(Werribee Uniting Church's Justice Task Force)

3. Within the Church Community

Our congregation nurtures faith and fellowship through a range of member-led activities, including Messy Church, a weekly Playgroup (Mondays at 9:30am), a dance/fitness group promoting health and wellbeing, and a gardening group that encourages relationship-building and care within the church family—just to name a few. These activities reflect our commitment to creating spaces where people of all ages can connect, grow, and support one another in community. At present, many of these activities are temporarily on hold due to the closure of the church hall.



(Werribee Uniting Church's Dance/Fitness Group)

C2 What are three missional activities your congregation would like to develop?

1. Advent and Lent Workshops

We hope to introduce regular Advent and Lent studies and workshops that deepen our congregation's biblical understanding and spiritual reflection during these important seasons of the Christian calendar.

2. Youth / Sunday School

We are eager to grow and strengthen our youth ministry and Sunday School by creating vibrant, welcoming spaces where young people can explore their faith, develop leadership skills, and connect meaningfully with both the church and the broader community.

We currently have around 15–20 young people aged 12–23 involved in our congregation, some of whom are active in our Samoan ministry. We're also seeing a growing number of primary-aged children attending with their families. With the right leadership and vision, we see strong potential to grow this emerging foundation.

3. Local Outreach

We aim to further develop volunteer teams to serve the local community—through initiatives like clean-up events, visits to elderly members, and providing practical support to families in need.

C3 How has the congregation changed in the past two years?

The past two years have been a period of significant transformation, resilience, and growth for the congregation. In response to structural damage to the Hoppers Crossing Uniting Church building, the Hoppers Crossing and Werribee congregations united in December 2023 to form the new Werribee UCA. This amalgamation has fostered a stronger sense of community, with both congregations coming together to merge their traditions and ministries in a spirit of collaboration.

Since 2024, the challenge of operating without a minister, this situation has provided an opportunity for a new leadership group to emerge. The Church Council, composed of dedicated individuals, has worked diligently to adapt, upskill, and shoulder the responsibilities of guiding the congregation. Their commitment has brought about growth in leadership and a deeper sense of shared purpose.

Through these changes, the congregation has demonstrated remarkable resilience, embracing new opportunities for spiritual growth, outreach, and unity. We continue to strengthen our faith and deepen our connection with the community.

C4 What changes and developments are anticipated in the next three to five years?

- **Expansion of Youth Ministry**

Developing a vibrant youth ministry will foster greater engagement among younger members, empowering them to take active roles in spiritual leadership and creating a dynamic community that contributes to the overall life of the congregation.

- **Enhanced Digital Presence**

As the importance of online connection continues to grow, we plan to expand our digital presence. This will include more active engagement on social media platforms to connect with our members and reach those beyond the physical church, ensuring we maintain a strong and relevant presence in the digital world.

- **Modern Worship Experience**

We anticipate an update to our worship environment to make it more engaging and reflective of our diverse congregation. This will include creating spaces that cater to the varied needs of our community, embracing both traditional and contemporary expressions of worship.

- **Development of Werribee Site**

We see the development of the Werribee site as a key opportunity to support future outreach programs and enhance the sustainability of our ministries. This space will allow for growth in our programs and provide a foundation for community engagement, enabling us to better serve and connect with our local area.

D The Community

D1 Describe the wider community in which your ministry is located.



(An overview of Wyndham City)

Werribee, located in the heart of Wyndham City, is a dynamic and multicultural community that reflects the diversity of Melbourne's western suburbs. The area is home to residents from over 86 countries, creating a rich cultural tapestry. This diversity is reflected in the local events, businesses, and community programs, which celebrate a wide range of cultural traditions.

The community enjoys a strong sense of unity, with many people participating in various local initiatives, from multicultural festivals to community development programs. Werribee is a welcoming environment where different cultures and traditions are valued, and there is a shared commitment to fostering inclusivity. With a blend of long-standing residents and new arrivals, the community is constantly evolving, and the church plays a key role in building connections and offering support to those from diverse backgrounds. The thriving local life in Werribee creates a vibrant atmosphere that is both engaging and inclusive for all.

D2 What makes this an enjoyable place to live?

Werribee is an exciting and rapidly growing community in Melbourne's west, offering an ideal mix of suburban comfort and easy access to the city. With a strong sense of community and a welcoming atmosphere, it's an excellent place for families, featuring well-regarded schools, parks, and recreational facilities.

The area boasts several popular attractions, including the Werribee Open Range Zoo, Werribee Mansion, Rose Garden and Wyndham Harbour, perfect for those who enjoy outdoor activities. The Werribee River Trail offers scenic views and walking opportunities, adding to the region's appeal. Local council-based programs further strengthen the sense of community, providing numerous events and services. Werribee's cultural diversity enhances the local experience, creating a vibrant environment where people from various backgrounds come together. With accessible public transport and a lively local scene, Werribee is a great place to live, work, and serve.



(The Werribee Open Range Zoo)



(The Werribee Mansion)



(The Victoria State Rose Garden)



(Wyndham Harbour)

Photos sourced from Wyndham City Council

D3 What are the points of stress and pain in the wider community?

The Werribee community, like many growing outer suburbs, faces challenges such as housing affordability, rising living costs, and pressures on public transport and healthcare services. Increased population growth has contributed to congested roads, inadequate transport infrastructure, and strained public services, creating stress for residents.

Newly arrived migrants and refugees often face barriers to inclusion and access to support. These challenges present both a need and an opportunity for the Church to provide compassion, connection, and advocacy, serving as a place of hope and support for those navigating these difficulties.

D4 How closely does your congregation reflect the demographics of your local area?

Werribee Uniting Church reflects the multicultural nature of the local area, with strong representation from Samoan, Argentinian, Indian, South Sudanese, and Anglo-Australian communities. While our congregation includes a range of age groups, we are particularly strong in families and older adults.

We recognise an opportunity to better connect with newly arrived migrant communities and younger demographics in the area, and are committed to building a more inclusive, intergenerational, and locally representative church.

D5 What community facilities are present in the local area?



Community Centres: The Wyndham Park Community Centre provides programs in woodwork, metalwork, ceramics, and gardening, while the Werribee West Family Centre fosters a welcoming environment for families, promoting local culture and community engagement.



Libraries: The Werribee Library, located in the Wyndham Cultural Centre, is a hub for learning and community events. The Plaza Library in Hoppers Crossing offers a wide range of resources and programs for all ages. There are also several other libraries in Wyndham in areas such as Tarneit, Manor Lakes and Point Cook.



Parks and Recreational Facilities: Wyndham Park features green spaces, walking trails, and picnic areas, encouraging outdoor activities and social gatherings. The Wyndham Park Community Shed offers workshops and a tool library for community use.



Sports Facilities: The area boasts various sporting venues, including Eagle Stadium, soccer pitches, cricket and football ovals, and tennis courts, catering to a range of athletic interests and numerous Indoor Sporting facilities.

These facilities enrich Werribee's community life, providing spaces for education, recreation, and connection.

(Photos sourced from Wyndham City Council)

E Statistics

E1 Information about the congregation(s)

Congregation	Werribee Uniting Church Congregation
Number of contacts on Pastoral Roll	170
Average number attending worship each week	75-100

E2 During the past two years:

Baptisms	12
Confirmations	N/A
Transfers in	7
Transfers out	10
Marriages	2
Funerals	8

F Worship (need av. attendance of each group)

F1 Worship services or regular worship-related gatherings

Style of Service	Frequency/Time	Av. Attendance
English Sunday Morning service	9:30am- 10:30am	75-100 people
Samoan language worship	12:30pm (Every 3rd sunday of the month)	25-30 people

G Activities

G1 What regular groups meet in your congregation?

Group	Frequency/Time	Av. Attendance
Play Group	9am (Every Monday)	20
Seniors Afternoon Tea	Monthly	20
Samoan Health & Fitness	5:30pm every Thursday & 7:30am every Saturday	20
Sew n sow	1pm (3rd Friday of each month)	7
Gardening Group	9:30am (Every Thursday)	10
Choir practice	5:30pm (Every Thursday)	8
Bible Study	9:30am (Every Tuesday)	5
UCAF	1pm (1st Wednesday of each month)	20
Youth Ministry	7:00pm (Every Friday Night)	25
Dinka Fellowship (NOT UNDER UCA)	12:30pm (Every Sunday)	20
Mens Coffee Club	Every second Tuesday of each month	8
OSLO	Monthly (4th sunday)	20



H Governance

H1 Describe the governance of the congregation and the leadership structure, including the key committees. Include the size of the Church Council.

The Church Council currently consists of 9 members of which the Minister, Chairperson, Treasurer and Secretary act as the Executive. The Church Council Executive, which includes these key roles, provides leadership and direction, overseeing the church's vision, mission, and financial health. This executive team works closely with the congregation to ensure alignment with the church's values and priorities.

Key Committees:

Worship Committee: Plans and organises worship services, ensuring meaningful and inclusive experiences for all members of the congregation.

Finance Committee: Manages the church's budget and financial reporting, ensuring the church's resources are used effectively to support its ministries.

Property and Maintenance Committee: Oversees the upkeep and maintenance of church buildings, including the manses, ensuring a safe and welcoming environment.

Pastoral Care Team: Coordinates care and support for congregation members, ensuring their spiritual, emotional, and practical needs are met within the community.

H2 Who is involved in making important decisions, and how are such decisions made?

Important decisions at Werribee Uniting Church are made collaboratively by the Church Council, in consultation with key ministry teams and the congregation.

1. Church Council – The primary decision-making body, which includes the Minister, Chairperson, Treasurer, Secretary, and other elected members. Decisions are made through regular meetings where issues are discussed, and votes are taken if necessary.
2. Ministry Teams – Teams like Worship, Mission and Outreach, and Finance provide input and recommendations to the Council on specific areas of ministry, which are then approved or adjusted by the Council.
3. Congregational Input – For major decisions, the congregation may be consulted through meetings or surveys to gather feedback before decisions are finalised.

H3 When and how does the Church Council meet?

Church council meets once a month (3rd Wednesday of each month) in person at Werribee Uniting Church.

H4 Does the placement offer any administrative support? Is there a church office? Does it have up-to-date equipment? Is there secretarial or admin help based in the office? How many hours?

The placement does not have dedicated paid administrative staff. However, a volunteer receptionist provides support from 9:00 am to 12:00 pm, Monday to Friday, offering 15 hours of assistance each week. The volunteers help with tasks such as scheduling, communication, and general office support. The office is equipped with basic office supplies and computer equipment, but administrative assistance is flexible and provided on an as-needed basis, rather than on a set schedule. A private office is available for the Minister to use as part of the office space.



H5 What roles do members of the congregation have in leadership of worship, study, action and prayer groups and missional activities?

Members of the congregation play key leadership roles across various areas of church life:

Worship: Volunteers lead music (musicians and singers), assist with scripture readings, and help organise services. Some serve as communion assistants or in other liturgical roles. Many contribute through the roster system, participating in tasks like the prayers of the people, readings, and IT support during services. They also assist with morning tea and other hospitality duties.

Study: Congregation members lead small Bible studies and discussion groups, and facilitate faith formation programs, fostering spiritual growth and learning.

Action Groups: Many members are actively involved in leading or participating in the Justice Task Force, which focuses on climate change and environmental stewardship. Initiatives include advocating for sustainable practices and organizing community clean-up events. Additionally, the task force works on raising awareness about climate justice and supporting environmentally conscious efforts in the local community.

Missional Activities: Congregation members also take leadership in organising outreach events and coordinating social justice initiatives. One significant example is the UCAF (Uniting Church Adult's Fellowship) project, where 80 school bags filled with supplies were donated to children in the Solomon Islands, supporting education in a region in need. These efforts reflect the church's commitment to mission work and its partnership with local and international organizations to make a meaningful impact.



I Multiple Congregations

Complete this section if the placement relates to multiple congregations.

I1 List the names of congregations relevant to the placement

I2 What are the unique characteristics of the various congregations?

I3 Describe the existing or potential relationships between the congregations. How do they interact, or do any groups interact?

I4 How long have the congregations been working together?

I5 Are there others beside the minister who work with more than one congregation?

I6 Is ministerial time or activity expected to be divided in a particular way?



J The Minister

J1 What are the primary responsibilities expected of the role?

The primary responsibilities of this placement include:

- **Worship leadership** – Leading meaningful, Spirit-filled worship that reflects the diversity of our congregation, ensuring a strong biblical foundation in preaching and teaching. This role requires particular sensitivity to both English and Samoan cultural expressions of faith, engaging the congregation in a transformative intercultural worship experience that fosters spiritual growth.
- **Pastoral care** – Offering compassionate support to individuals and families across all life stages, and equipping others to share in this ministry.
- **Faith formation** – Encouraging spiritual growth through preaching, Bible study, mentoring, and nurturing the gifts of members, particularly young people.
- **Multicultural engagement** – Strengthening unity across our culturally diverse congregation and deepening relationships within and between cultural groups.
- **Community outreach** – Helping us engage more effectively with our local Werribee community and responding to areas of need such as youth, mental health, and social isolation.
- **Leadership and collaboration** – Working in partnership with Church Council and ministry teams to guide vision, mission, and governance in faithful and practical ways.

J2 What qualities are important in a new minister in this placement?

- **Cultural Sensitivity and Experience:** Ideally, but not essential, the Minister will have experience in diverse cultural ministry, with the ability to cater to both traditional English and Samoan worship expressions. This requires an understanding and appreciation for the unique cultural needs of our congregation and the ability to create inclusive worship experiences.
- **Unity-Building:** A key quality is the ability to bring harmony and foster unity within the congregation. The minister should be skilled at building relationships across cultural divides, helping members feel connected and valued.
- **Biblically Grounded Teaching:** The minister should be dedicated to preaching and teaching from the Bible, using the lectionary as a guide and ensuring all teachings are rooted in scripture to nurture the congregation's spiritual growth.

J3 Name up to five areas which would be expected to be a high priority for the Minister, and explain why these are included.

1. Worship leadership and proclamation of the gospel
2. Working with children, youth and families
3. Nurturing people in their faith, spiritual development, and capacity to share faith with others
4. Pastoral care, supporting others in this ministry
5. Developing cross cultural understanding, relationships and ministry, including with indigenous people



J4 If the placement is suitable for the Ministry of Pastor, list competencies that will be required (Reg 2.4.3).

J5 Explain any language requirements or preferences for the role/placement.

For this role, fluency in English is required for preaching, teaching, and general communication. While proficiency in other languages is not necessary, the minister should be open to embracing the congregation's linguistic diversity and fostering an inclusive environment where all members feel welcomed and valued.

J6 Is this placement part of a team ministry? Yes ☐ No ☒

J7 If so, list other ministry roles (including names of ministry agents, with designation and placement date) associated with the congregation(s).

N/A

J8 Describe any particular expectations about the way any team ministry will operate.

N/A

J9 Describe any other leadership team arrangements with which the Minister will work in the placement.

N/A

J10 What housing arrangements are available to the minister?
(Note that it is a responsibility of the placement to provide housing for the Minister unless the Minister chooses to live in her/his own home).

The congregation currently has two manses, with one currently occupied and the other will be made available for the Minister.



K Presbytery

This section is to be completed by the Presbytery Pastoral Relations Committee. It requires significant detail. Please avoid one sentence answers.

K1 Presbytery comments on the mission directions identified for the next three to five years?

The congregation has identified some local missional activity to either continue or to commence. The Presbytery agrees with these priorities.

K2 What is the Presbytery perspective on the life and future of this placement?

This congregation has faced significant challenges arising from complex property matters. While these issues are the responsibility of the Church Council, Presbytery notes that the substantial building-related concerns and difficult decisions ahead were key factors in supporting this as a full-time placement. Combined with the congregation's significant pastoral needs, its size, and its role as the only UCA congregation in the Wyndham LGA, Presbytery considers this placement a high priority.

K3 What church style best describes the Congregation; is a transition between styles anticipated or sought? (see Church Style Document at <https://victas.uca.org.au/ministry-mission/placements/>)

Program Church.

K4 Name of previous Minister in this placement:

Rev Faamata Leota - Hoppers Crossing Congregation that amalgamated with Werribee Crossroads to become Werribee UCA and Rev Annetia Goldsmith - Werribee Crossroads

K5 For which ministries does the Presbytery consider that the placement is suitable?

Minister of the Word ☐

Note: If Ministry of Pastor is selected, ensure that section J4 is completed.

K6 Is a Priority Placement recommended? If yes, provide reasons.

No

K7 Does the Presbytery recommend that the placement be advertised? If yes, provide reasons.

No ☐

Not at this time. It may be something to consider in the future.

K8 Does the Presbytery foresee any changes to placement responsibilities or relationships that may be required? If yes, provide details.

No ☐

K9 Is the Presbytery satisfied that adequate and appropriate accommodation will be available?

Yes ☐



K10 If not, what steps are being taken to address this?

K11 Is adequate financial support for the placement and other expenses available?

Yes ☐

K12 Source of funds (Congregation, grants, Presbytery, other)

The Werribee Congregation has funds as well as future property sales proceeds that will support the placement and a possible re-development of the site. The Presbytery has agreed to financially support up to 0.2 of the placement for up to 5 years if there is a shortfall in congregational funding for a full time placement.

K13 Does the Presbytery wish to make any other additional comments?

Include any particular arrangements/expectations required by the Presbytery of its placements.

The Presbytery has recommended a Minister of the Word, recognising that Werribee requires an experienced minister capable of providing strong leadership and effectively navigating complex relationships within the Church Council and congregation.

Joint Nominating Committee

	JNC Chairperson	Second Presbytery JNC Member
Name	Rev Peter Beale	Lorraine Leitch
Phone	0421 049 374	0447 641 755
Address	16 Ararat Street, Altona North, 3025	127 Burdoo Drive, Grovedale, 3216
Email	Peter.Beale@ppw.victas.uca.org.au	Lorraine.Leitch@ppw.victas.uca.org.au

Church Council approval

Date of Church Council approval

17 June 2026

Date on which form is forwarded to Presbytery

18 June 2026

Signature

M J Bull

Chairperson/Secretary of Church Council

Date

Click here to enter a date.

Pastoral Relations Committee approval

Date of Pastoral Relations Committee approval

7 July 2026

Date on which form is forwarded to Synod

8 July 2026

Signature

Lisa Carey

Chairperson/Secretary of PRC

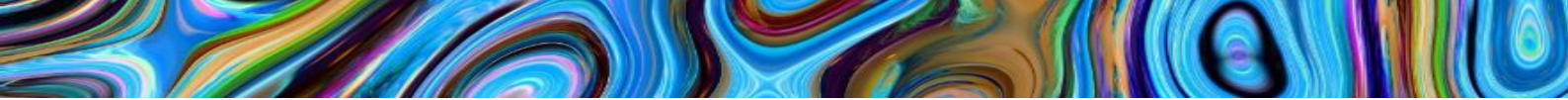
Date

7 July 2026

PRC Secretary: email the completed and signed profile, including the Terms of Placement on the following page, to placements.secretary@victas.uca.org.au

Terms of Placement

Placement	Werribee Uniting Church	
Presbytery	Port Phillip West Presbytery	
Minister Name		
Placement Start Date		
Time Fraction	☒ Full time	☐ Part time - Time fraction %
Term	☒ Up to 10 years	☐ Fixed term of years
Other details about term (eg plans for review)		
STIPEND – For further information refer to Summary of Ministerial Provisions and Charges		
Stipend *	☒ YES	Payment by Centralised Stipend ☒ YES ☐ NO
Additional provision (if any)	 % Reason:	
TRAVEL		
Car and Fuel allowance * – Minimum of 5000km	5,000 km	Is a car provided? ☐ YES ☒ NO
HOUSING		
Manse	Owned by placement ☒ YES ☐ NO Rented by placement ☐ YES ☐ NO	
a) Address if manse owned by placement	8 Filippin Court, Werribee 3030	
b) Declared to be an acceptable condition by the Presbytery?	☐ YES ☐ NO	Date of inspection: Click or tap to enter a date.
Manse Allowance	To be paid if minister does not require accommodation * ☐ Minister to check box	
Other details	Manse is currently privately rented until early January 2027. Then inspection and any required works will be carried out.	
ALLOWANCES		
Annual Leave	☒ 4 weeks annual leave (including 4 Sundays)	
Study Leave	☒ Minimum of 2 weeks study leave (pro rata) *	
Sundays (if applicable)	☒ One Sunday per quarter (non-cumulative) free of placement duties	
Internet & Phone Allowance	☒ Allowance (minimum \$70/month): \$100	
Personal Resources & Development Allowance (PRDA) Please refer to the current Summary of Ministerial Provisions & Charges	Resource Allowance ☒ Full ☐ Discounted - Minister to use allocated equipment (PC, desks, printer, etc) Supervision Allowance ☒ Paid to Minister ☐ Supervision paid for by Placement	
* AS DETERMINED ANNUALLY BY THE SYNOD		
These Terms of Placement were approved by the Church Council on Click here to enter a date.		
Signed: Secretary/Treasurer Name: Date Click here to enter a date.	Signed: PRC Chairperson/Secretary Name: Date Click here to enter a date.	Signed: Minister accepting Call Name: Date Click here to enter a date.



Notes in regard to the Terms of Placement Schedule

Ministers of the Word, Deacons, and Pastors are normally called for an undefined term. Extension beyond 10 years requires agreement of Minister, Placement and Presbytery. [Reg. 2.6.8]

Terms of Placement (ToP) must be approved by both the Church Council or other responsible body and the Presbytery, and lodged with the Placements Committee before the placement can be listed. When a call is accepted a copy of the ToP, signed by minister, placement and Presbytery, is to be sent to the Placements Committee Secretary and the Presbytery PRC. During a Placement, variation to these Terms of Placement needs the prior approval of the Presbytery; and the Placements Committee must be notified.

STIPEND: The Synod approves a minimum stipend figure each year.

Additional loading: Some Placements pay a percentage loading above the minimum, which must be justified to the Presbytery with the reasons being on public record within the Presbytery.

CAR ALLOWANCE: Synod determines annually a rate per 1000 km for operating (including standing) costs. The Placement with Presbytery approval determines the appropriate level of travelling expressed in thousands of kilometres.

HOUSING: In providing a manse the congregation shall offer:

- A manse which meets Synod guidelines and has been inspected and approved by the Presbytery; or
- Other accommodation which is considered appropriate by the minister, placement and the Presbytery. This may be a leased property.

The minister may choose not to accept the accommodation offered by the Placement but the maximum manse allowance is not an entitlement and consultation between the parties is required to determine the level of the allowance, with any resulting change to the terms of placement being reported to the Presbytery who will inform the Placements Committee. For advice regarding housing arrangements in part-time placements see the UCA Handbook of Ministerial Provisions and Charges

PERSONAL RESOURCES AND DEVELOPMENT ALLOWANCE: The purpose of PRDA is for personal resources for ministry and supervision. These include computer hardware costs and associated equipment, and professional development including attendance at the annual presbytery conference. A portion of the PRDA is designated for supervision costs. Please refer to the current [Summary of Ministerial Provisions & Charges](#).

STUDY LEAVE: The Guidelines approved by the Synod Standing Committee include the following:

- 1 A minimum of 2 weeks Study Leave shall be available each year to Ministers in a Placement. Terms of Placement approved by the Presbytery may specify a more precise figure.
- 2 Study Leave shall normally be taken each year for a program (whether set courses or self-directed study) to equip for ministry within the life and ethos of the UCA. This shall be planned by the Minister in conjunction with the Church Council or other responsible body. The Presbytery, in the exercise of its pastoral and supervisory role, may also choose to be involved in this planning. Normally Study Leave not taken in the year in which it is due is forgone.
- 3 If a substantial period of study is planned, the Minister may negotiate with the Church Council or other responsible body for Study Leave to be accumulated up to five years' entitlement. This needs approval by the Presbytery, and must be reported to the Commission on Education for Ministry.
- 4 Ministers are expected on return from Study Leave to report to the Placement on the experience and its value to themselves and to the Placement.
- 5 Consideration shall be given to the needs of the Placement as well as the needs of the Minister, and the timing of Study Leave acceptable to both. Normally attention will be given to the following:
 - (a) Taking accumulated Study Leave in the same year as Long Service Leave shall require the approval of both the Church Council or other responsible body and the Presbytery.
 - (b) Ministers and Church Councils or other responsible bodies will seek to minimise potential difficulties if Study Leave requests involve multiple absences from a Congregation on a Sunday.

FINANCIAL ASSISTANCE FOR STUDY LEAVE: There is no specific requirement on a Placement. Some Placements offer assistance towards the cost of course fees, travelling, etc.

MINISTERIAL ENTITLEMENTS: The Synod publishes a handbook of Ministerial Provisions & Charges, including details on stipends, allowances, housing arrangements, leave provisions, retirement benefits. The implications for part-time Placements are explained. Please refer to the [UCA Handbook](#).