

**Voluntary Associate Minister
Appointment Form for use within Upper Valley Presbytery**

**Pastoral Charge and
Presbytery**

enter a voluntary relationship with the following Ministry Personnel as described in this form and mutually agree to the following:

The functions will be carried out in conjunction with the covenanted Minister

Pastoral functions performed come under the oversight and discipline of Presbytery.

- Ministry Personnel named in the agreement may receive honoraria for weddings or funerals and for presiding and/or preaching in regular worship; however, there is no expectation of honoraria, stipend, or travel allowance from the Pastoral Charge to which they are accountable.
- All United Church of Canada Ministry Personnel who are performing marriages will be visibly related to a Congregation or Presbytery-Recognized Ministry.
- All marriages will be registered in record books that remain the property of an ongoing Congregation or Presbytery-Recognized Ministry.
- It is the joint responsibility of the Voluntary Associate Minister and the Pastoral Charge to renew the annual appointment and to return the forms to the Presbytery Pastoral Charge Commission
- by March 31st.
- VAM will be approved as part of the Annual Roll of Presbytery.

Name:		Email address:
Address:		
Telephone:	Res:	Bus:
<input type="checkbox"/> Retired <input type="checkbox"/> Retained on the Roll		

Areas of Responsibility: (if applicable, annex a mutually agreed statement that outlines more than what is provided hereinabove)	Please check all that apply: <input type="checkbox"/> Pastoral care <input type="checkbox"/> Christian education <input type="checkbox"/> Weddings <input type="checkbox"/> Funerals <input type="checkbox"/> Coverage for incumbent <input type="checkbox"/> Other (specify):
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Marriage Registration Number # or Authorization # (if applicable): (marriage license can be obtained through Bay of Quinte Conference [1-888-759-2444 or 613-967-0150])

Approval by the Pastoral Charge (to be completed by Congregation passing the motion)
 The Official Board/Unified Board/Council of _____ Pastoral Charge/Congregation
 Has received assurance that the marriages performed

- a) will be a pastoral function under the oversight and discipline of Presbytery, and
- b) will be properly registered in records maintained by a pastoral charge of UCC and will comply with the provincial requirements.

and approves the request of _____ (name of ministry Personnel)
 To be recognized as a Voluntary Associate Minister of the congregation.

Date: _____ Signed: _____ Office Held: _____

Date Racial Justice Training _____
Date Sexual Abuse Prevention & Response Policy Training _____
Date of Level 2 Police Check _____

Approval by Presbytery: The Pastoral Charge Commission **Upper Valley** Presbytery has approved the VAM application by motion (date of meeting _____). The duration of the appointment begins July 1, 2018 and finishes June 30, 2019.

Date:

Signed Secretary of Presbytery:

The user retention and disclosure of personal information from this form is done in compliance with privacy legislation including, but not limited to, the Personal Information Protection and Electronics Documents Act (2000)

Presbytery Secretary will retain a copy
and provide one to the Pastoral Charge Secretary of Board/Council,
the Voluntary Associate Ministry Personnel,
and forward the original to the Conference office in the month of May,
along with the approved roll of Presbytery.

**This document approved by The Pastoral Charge Commission Upper Valley Presbytery
by motion as recorded in minutes June 14, 2016.**