

## BASIS OF TEAM MINISTRY

As agreed in the Basis of Union for **Montrose Trinity Church of Scotland** within the Presbytery of Perth, a Team Ministry shall operate there as follows.

### 1. TEAM ROLES

There shall be two full-time Ministers of Word and Sacrament (MWS), a full-time Ministry Development Staff (MDS) post focussed on Families and an Ordained Local Minister (OLM)

In the first instance the ministers shall be the minister inducted into the former charge of Montrose: Old and St Andrews (MINISTER A) and the minister inducted into the former charge of Montrose: South and Ferryden (MINISTER B).

Both MWS will fulfil the range of duties outlined in the **Parish Ministry Act (Act II 2018 as amended by Acts VI and XII 2022.)** Thereafter, according to gifting and experience, each minister will lead in appropriate areas, complementing and supporting one another throughout. In broad terms, each minister will be responsible in collaboration with the OLM and local worship teams for worship each Sunday in the three centres of worship, with additional seasonal and special services as appointed by the Kirk Session. The two ministers along with MDS, OLM and the Kirk Session will share responsibility for mission across the parish.

Minister A will serve as a trustee of the Angus Walker Benevolent Bequest (Trust documents specify Minister of Old Kirk as an ex officio trustee).

The two MWS and OLM shall be responsible to the Presbytery of Perth and subject to its discipline; the MDS worker will be responsible to the Kirk Session and managed by a suitably qualified appointed Line Manager.

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.

### 2. MODERATOR OF THE KIRK SESSION

Minister A shall be Moderator of the Kirk Session with Minister B being able to deputise in their absence in accordance with the provisions of Act 6 2004.

### 3. TEAM MEETINGS AND CO-ORDINATION

The members of the team shall meet regularly [at least monthly and more regularly as the team establishes itself] in order to co-ordinate and carry out the work of the team as effectively as possible and to discuss matters of common interest. The team shall be able to co-opt other members to sit with them, offering (for example) administrative support.

Meetings may take place in person or via videoconference or a hybrid of the two and shall be chaired by an agreed team member appointed as coordinator and identified as such in the Kirk Session minutes and notified to Presbytery. The coordinator 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.

If the team coordinator changes at any time, notification of this change shall be provided to Presbytery and noted in the Kirk Session minutes.

#### **4. DISPUTE RESOLUTION**

4.1 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.

4.2 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.

4.3 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.

4.4 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.

4.5 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.

4.6 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.

4.7 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**

To be determined as the team ministry is established.

#### **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.

*[\*This Basis should be read and effected in conjunction with the relevant Basis of Union.]*