

BASIS OF TEAM MINISTRY

As agreed in the Basis of Union for Carluke and Law Parish Church within the Presbytery of Forth Valley and Clydesdale, a Team Ministry shall operate there as follows:

1. TEAM ROLES:

The Team Ministry will comprise two Full-Time Ministers of Word and Sacrament (FTMWS).

Both Team Roles will, as defined in the Minister's Handbook:

- Fulfil the office of a Minister of Word and Sacrament and
- Adhere to the Code of professional practice and good conduct for the ministries of the Church of Scotland.

Whilst one Minister will moderate the Kirk Session, both Ministers 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. Both Ministers will have equal status.

Rev Elijah Obinna, currently minister at Forest Kirk, Carluke Church of Scotland will be Minister A and is a minister with unrestricted tenure.

Minister B will be inducted in a Basis of Reviewable Charge, reviewable after seven years, in terms of the Call, Election and Appointment of Ministers of Word and Sacrament Act (Act 11) 2025, with one Nominating Committee appointed to call Minister B.

Both FTMWS (Minister A and Minister B) will have joint responsibility to arrange the provision of:

- Sunday Morning Worship. The Ministry Team will be responsible for taking the lead in exploring new patterns of Worship and Fresh Expressions of church, including but not exclusive to connections with New Scots, Café Church, Messy Church, local mission space, and other forms of outreach to the community. The named minister allocated for a particular service of worship would be responsible for planning the service but the leading of it may be shared with another colleague or participants including, but not exclusively local worship leaders. The Ministry Team will also plan the programme of services including Holy Communion.
- Other services and events that may be planned (evening, midweek and new expression services such as, for example outreach to New Scots, Café Church, Messy Church, etc).
- Pastoral Care will be the responsibility of the Ministry Team and Kirk Session. The first point of contact should be the Ministry Team. The development of a wider Pastoral Care Team will be essential to complement and support the work of Minister B.
- Funerals, weddings and baptisms will be the shared responsibility of the Ministry Team and can incorporate any presbytery-recognised lay readers for funerals. Each minister will seek to make themselves available, as best they can, on request.
- Primary school and secondary school chaplaincies (along with ecumenical partners) will be carried out as a chaplaincy team with both ministers and other members of the Ministry team, co-opting other members who may wish to be involved.
- Opportunities for discipleship. The Ministry Team will work to provide opportunities for corporate and individual prayer, Bible study, courses such as Alpha, Youth Alpha and Exploring Christianity, encouraging faith and the development of personal discipleship.
- Community Activities, Ecumenical and Parish Partnerships. The Ministry Team will actively seek to develop partnerships with other Churches and will support those appointed by the Kirk Session who will represent the congregation in any ecumenical work or with other groups working in the parish area.

In addition, each role will have the following specific focus:

Title	Post	Role
Minister A Rev Dr Elijah Obinna	FTMWS	Developing strategies for Mission for discipleship and evangelism across the wider parish
Minister B Vacant	FTMWS	Developing strategies for parish development and pastoral care across the wider parish.

Each member of the Team is accountable to the relevant courts of the Church.

The Ministers shall share the congregation, the Kirk Session and be part of the same Church life. All of the roles together constitute the team and each person is a team member accountable to one another. Together each will share in the vision of the united charge to ensure an integrated team. 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 much as to make any material alterations 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:

The Moderator of the Kirk Session will be Minister A (currently the minister of Forest Kirk, Carluke Church of Scotland, Rev Dr Elijah Obinna). Minister A may delegate authority in writing to moderate meetings if within the terms set out in the Kirk Session Meetings Act (Act VI 2004). Minister B shall be a full member of the Kirk Session with the right to attend and speak but not vote.

3. TEAM MEETINGS AND COORDINATION:

The members of the team shall meet regularly, at least monthly, in order to co-ordinate and carry out the work of the team as effectively as possible and discuss matters of common interest. Meetings may take place in person or via videoconference or a hybrid of the two and shall be chaired by Minister B. The Chair 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. A secretary should be appointed from the team membership and will be responsible for taking minutes, circulating them amongst the members and retaining copies. Minister B will co-ordinate the work of the team; this will include making sure any gaps in the work of the team are filled.

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. 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.