

Date	Task	Action
July- September	Circuits to identify potential working contexts and candidates	Circuit Leadership teams
By October	Agree local positions to be filled, and adopt local contextual changes to role descriptions, person specifications and volunteer agreements and return to District Council for final approval	Circuit Meeting
Mid-October	Circuits to make known local roles	Circuit Leadership Team
End of October	Candidates to offer for roles via the local Circuit Leadership team.	Candidates
By mid-November	Circuit Leadership teams to forward details of all local candidates along with a report from the CLT on each candidate's ability to meet the selection criteria. Circuits will also be required to initiate safeguarding checks.	Circuit Leadership Teams.
November	Discernment Panel to consider Circuit recommendations, meet with candidates and approve suitable candidates to enter training	Discernment Panel and Candidates
January - March	Candidates to produce a portfolio based on sessions, including reflections on learning related to individual contexts.	Candidates
By mid-March	Training Group to write reports on candidates	Training Group
End of March	Discernment Panel to consider reports on candidates, meet with candidates and make recommendations on candidates to appoint to local roles.	Training Group, Discernment Panel and Candidates
April	Synod to receive Discernment Panel recommendations	Discernment Panel and Synod
After Synod	Circuits to appoint Local Church Pastors, complete volunteer agreements and ensure all support structures are in place.	
Post Recognition	Ongoing development - training in funeral visits, the leading of funerals, chairing of meetings, boundaries in working with colleagues.	Training Group and others

Roles:

District Council

District Council will oversee the process of implementation and ensure that basic role descriptions, person specifications and draft volunteer agreements are available to circuits. They will work with the Training Group to identify appropriate training for these roles. They will approve the Circuit amended versions of role descriptions, person specifications and volunteer agreements, and appoint the District Discernment Panel. They will ensure that there is a District Celebration to recognise the ministry of newly appointed Local Church Pastors. They will also appoint the Discernment Panel to oversee the scheme.

Circuits

Circuits will identify suitable appointments and contextualise the draft documents provided by the District to meet their particular needs. They will advertise local appointments once these have been approved at District Council, and receive applications from interested candidates. They will initiate safeguarding checks, and write a report on each candidate and their ability to meet the criteria for appointment to be passed to the District Discernment Panel.

Once recommendations on appointments have been accepted at Synod they will be responsible for setting up local working arrangements for successful applicants.

District Discernment Panel

The Panel which will include both lay and ordained members will be responsible for testing the call of candidates to this ministry and to approve candidates for entering into initial training. Once initial training is completed the Panel will make recommendation on which candidates are suitable for appointing to this role. The recommendations on appointments will be presented to Synod.

District Oversight Group

The Group will include both lay and ordained members to oversee the Local Church Pastors scheme, and report to District Council.

District Synod

District Synod will be responsible for adopting the basic paperwork, approving the training plan, systems of support and ongoing development of Local Church Pastors.

They will receive the recommendations of the District Discernment Panel on appointments to roles.

Training Group

In conjunction with District Council will identify appropriate training for the role. The Training Group will be responsible for delivering initial training to all candidates approved by the District Discernment Panel. During this time they will write a report on each candidate for the second meeting of the District Discernment Panel. The Training Group will be responsible for delivering additional training to those candidates approved for appointment. In addition the Training Group will provide a one day training course for all members of the District Discernment Panel prior to the first meeting of the Panel, covering discerning call, listening, interviewing techniques and recording evidence.

Candidates

Will commit to be available for all training dates as laid out in the implementation plan and to be present at both meetings of the District Discernment Panel if required. They will be expected to complete the required portfolio of reflections throughout initial training, and any further work as required in the on-going training if approved for appointment.