

# TEAM MINISTRY FREQUENTLY ASKED QUESTIONS

This FAQ is intended to accompany the Team Ministry section in the Presbytery Mission Plan Act (Act 8, 2021) and to provide answers and guidance regarding Team Ministry for Congregations, Kirk Sessions, Presbyteries and Ministers alike.

This is a live and developing document and so any new questions or comments should be sent to [TeamMinistryEnquiries@churchofscotland.org.uk](mailto:TeamMinistryEnquiries@churchofscotland.org.uk)

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| TM      | Team Ministry                             |
| FTMWS   | Full Time Ministers of Word of Sacrament  |
| PMP Act | Presbytery Mission Plan Act (Act 8, 2021) |

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| 1. | <p><b>How many FTMWS ministers can serve in a TM, as referenced in the Act?</b></p> <p>All team ministries must have more than one team member, one of whom must be an inducted MWS. These FAQs apply only to a TM whose members include more than one inducted MWS, either full or part-time.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 2. | <p><b>How does the role of Moderator to the Kirk Session operate in a Team Ministry with multiple inducted MWS?</b></p> <p>Such a Team Ministry will have a single Kirk Session. The Basis of Team Ministry will designate the team ministry charge whose minister will be the moderator of the Session. This is required by the Act; the Presbytery has to know who is responsible for good order in the charge.</p> <p>If the Kirk Session wish the moderatorship of the Session to be attached to a different charge within the Team Ministry, the Basis of Team Ministry will need to be amended.</p> <p>In line with existing practice, the role of Moderator can be appropriately delegated. This existing practice requires that such delegation is authorised in writing by the substantive moderator and the business of the meeting is defined within such delegation. See the Kirk Session Meetings Act (Act 6, 2004).</p> <p>The current provisions in the PMP Act do not permit rotation of the role of Moderator of the Kirk Session.</p> |
| 3. | <p><b>In a Team Ministry with multiple MWS, is an Interim Moderator required if the Moderator of the Kirk Session post is vacant?</b></p> <p>Yes. In this situation, the Presbytery shall appoint someone from outwith the Team Ministry.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 4. | <p><b>Does a Team Ministry require a particular Basis of Adjustment?</b></p> <p>Yes. It requires a Basis of Team Ministry – see the template on the website.</p> <p>The creation of a Team Ministry at its outset will require one or more Bases of Union. Depending on the circumstances, it may also require a Basis of Reviewable Charge, where it does not involve sitting ministers becoming part of the Team Ministry, and involves seeking a minister who's not already part of the existing configuration moving into the Team Ministry.</p> <p>Where there is a TM, the Basis of Union should say something like:<br/> <b>“Ministers: ministry in the charge shall be supplied by a Team Ministry (at least one of whose members must be a Minister of Word and Sacrament) with the roles, responsibilities and other relevant provisions applying to the Team Ministry being as set out in the accompanying Basis of Team Ministry.”</b></p>                                                                                                  |
| 5. | <p><b>How are votes taken by congregations on the creation of a Team Ministry?</b></p> <p>Section 8 of the PMP Act contains provisions about voting although not every situation is covered in detail.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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|    | <p>The key principle is that the congregations have the opportunity to approve the Basis of Union with a Team Ministry as a general principle, and also to agree to any incumbent minister who will be part of the Team Ministry in the united charge.</p> <p>In the case of a Basis of Union with two congregations, where one congregation is vacant and the other has an incumbent minister, and where there is to be a Team Ministry with two FTMWS - the congregation with an incumbent minister will vote on the Basis of Union as a whole; the vacant congregation will follow the double voting process, with one vote on the Basis of Union except for the ministry clause, and a separate vote on the ministry clause. Should the first vote be FOR, and the second vote be AGAINST, Presbytery may move instead to a Deferred Union to take effect when both congregations are vacant, or to some other form of adjustment.</p> <p>Where there is a Basis of Union between three or more congregations, where one is vacant and the others have incumbent ministers, and where there is to be a Team Ministry with multiple FTMWS – all congregations will follow the double vote process i.e. they will all vote on the Basis of Union except for the ministry clause, and then a separate vote on the ministry clause. This is required because they are all relinquishing the right to have their own sole minister, and they all need to agree to the other incumbent ministers becoming part of the team.</p> |
| 6. | <p><b>Should/is one of the FTMWS in a TM be the team leader?</b></p> <p>The Act does not stipulate that there should be a team leader or someone in charge. It's suggested that someone be appointed as "Team Co-ordinator" and depending on the team and the roles, this might or might not be the Moderator of the Kirk Session. Responsibility and accountability are expected among the team members, including the MWS in a Team Ministry. See the template Basis of Team Ministry.</p> <p>It will be down to local parties to determine how work within the team is allocated, coordinated and led. The Mission Narrative contained within the current Presbytery Mission Plan will set the missional goals and expectations to which the team must work.</p> <p>Where the role of Team Co-ordinator changes, this should be recorded in the minutes of the Kirk Session and reported to the Presbytery.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 7. | <p><b>Do members of a TM become part of the Kirk Session?</b></p> <p>All Ministry members of a Team Ministry are full members of a Kirk Session - see section 6.2 of the Church Courts Act (Act 6, 2023) which says:</p> <p>6.2 An associate Minister or parish Deacon introduced in terms of section 32(4) of the Vacancy Procedure Act (Act VIII 2003), shall be a member of the Kirk Session. Where there is a Team Ministry, all Ministers shall be members of the Kirk Session. Any other Minister or Deacon may be associated in the practical work of the Kirk Session of the congregation on the invitation of the Kirk Session, with the right to attend meetings and to speak, but not to vote, and shall not be a member of the Kirk Session.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 8. | <p><b>How are the duties of the team members designated in a TM?</b></p> <p>Duties and responsibilities, in broad terms, should be discussed, consulted and negotiated locally in accordance with the mission narrative and the content of the most recent local church review, then set out in the Basis of Team Ministry. Within the team, the details of how these will be carried out will be the subject of ongoing discussion and agreement. The vision for the Team Ministry shall also be reflected within Local Church Review.</p> <p>In the context of a vacancy, the scoping of the role(s) will be contained in the vacancy profile.</p> <p>The vacancy profile will reflect the content of the Basis of Team Ministry and will indicate who will serve as Moderator of the Kirk Session.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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| 9.  | <p><b>What is the process of Call for a FTMWS into a TM?</b><br/>As outlined in the Vacancy Procedure Act (Act 8, 2003).</p> <p>Wherever possible, when voting across different locations on the election of a minister, the count should take place in a controlled manner, as indicated in the Act, to avoid skewing of votes.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 10. | <p><b>How are issues of conflict or dispute managed in a TM?</b><br/>Wherever possible, issues of conflict or dispute should be resolved locally and informally. Where this is not possible, the Basis of Team Ministry includes a dispute resolution mechanism and this should be used.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 11. | <p><b>What is the tenure of those in a Team Ministry?</b><br/>For existing ministers moving into a Team Ministry, they will retain the tenure under which they were inducted. For subsequent ministers joining the team, the provisions of the PMP Act specify that they will be inducted under a Basis of a Reviewable Charge.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 12. | <p><b>How does Giving to Grow work in a Team Ministry?</b><br/>Underpinning a Team Ministry is likely to be a union of multiple congregations, so the charge's assessable income would be that of the assessable income of the new united congregation. The cost of a minister of word and sacrament includes the stipend (at the top end of the scale) plus employer's national insurance, pension, death in service and ill health contributions. The number of full-time equivalents allocated to that charge is taken at the 31 August each year. In Team Ministry there is likely to be more than 1 full time minister of word and sacrament so if there were, for example, 3 full time ministers in the charge, the Ministry Here component could take 50% of income up to maximum of the cost of 3 full time ministers. The Ministry Elsewhere component would also take this number into account – only taking 35% of anything over twice the cost of these 3 full time ministers. The Shared activities component remains consistent whether there is 0.5 FTE of a minister of word and sacrament or 4 ministers of word and sacrament – it will take 10% of the assessable income.</p> <p>For more information on Giving to Grow see: <a href="https://www.churchofscotland.org.uk/about-us/stewardship-finance-and-trusts/congregational-contributions-giving-to-grow">https://www.churchofscotland.org.uk/about-us/stewardship-finance-and-trusts/congregational-contributions-giving-to-grow</a></p> |
| 13. | <p><b>Are all FTMWS posts entitled to a manse and manse arrangements as per Parish Ministry?</b><br/>Yes.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 14. | <p><b>How do MDS roles relate to this form of Team Ministry?</b><br/>MDS roles who currently work in a team context alongside an inducted Minister of Word and Sacrament will continue to relate to that inducted Minister. Where that inducted Minister chooses to become part of a Team Ministry in terms of the Act, the individual MDS role will become part of the new Team Ministry if provided for in the Presbytery Mission Plan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |