



**THE UNITED CHURCH OF CANADA  
L'ÉGLISE UNIE DU CANADA  
Ministry and Employment Unit**

**Report of the Pastoral Charge Supervisor (PR 441 PS)**

This form must be completed at the end of pastoral charge supervision.

**Processing/Routing:**

- *Please print clearly.*
- Secretary of presbytery/district completes Part A and forwards to pastoral charge supervisor.
- Pastoral charge supervisor completes Part B and forwards to the presbytery Pastoral Relations Committee.
- The presbytery Pastoral Relations Committee completes Part C and forwards to the ministry personnel, if applicable.
- The ministry personnel being supervised completes Part D and forwards to the presbytery/district secretary.
- The presbytery/district secretary completes Part E and forwards to the Conference.
- Conference completes Part F and retains the form on file.
- *Every person who signs this form must keep a copy for his/her own records.*

**Part A: Parties to the supervisory appointment**

\_\_\_\_\_ Presbytery/District appoints \_\_\_\_\_  
Name of pastoral charge supervisor

to supervise \_\_\_\_\_ being served by \_\_\_\_\_  
Pastoral charge Name of ministry personnel in pastoral relationship

The ministry personnel serving the pastoral charge is a:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Candidate Supply                             | <input type="checkbox"/> Diaconal Minister                            | <input type="checkbox"/> Ordained Minister         |
| <input type="checkbox"/> Designated Lay Minister                      | <input type="checkbox"/> Lay Worship Leader                           | <input type="checkbox"/> Retired Diaconal Minister |
| <input type="checkbox"/> Designated Lay Minister—<br>Applicant        | <input type="checkbox"/> Minister-in-Training<br>(Native Ministry)    | <input type="checkbox"/> Retired Ordained Minister |
| <input type="checkbox"/> Diaconal Admission<br>Applicant (non-United) | <input type="checkbox"/> Ordained Admission Applicant<br>(non-United) | <input type="checkbox"/> Student                   |

\_\_\_\_\_  
Month/day/year  
(As per *The Manual*, current version, Section 341(a).)

\_\_\_\_\_  
Signature: Secretary of presbytery /district

\_\_\_\_\_  
Printed name: Secretary of presbytery/district

**Part B: Review of the work of the pastoral charge**

Referring to the requirements in *The Manual*, current version, Section 341(b)(i) and (iv), comment on this ministry and attach your comment to this form.

\_\_\_\_\_  
Month/day/year

\_\_\_\_\_  
Signature: Pastoral charge supervisor

\_\_\_\_\_  
Printed name: Pastoral charge supervisor

**Part C: Acknowledgement by the presbytery/district Pastoral Relations Committee**

The presbytery/district Pastoral Relations Committee has received and reviewed a copy of this report.

\_\_\_\_\_  
Month/day/year

\_\_\_\_\_  
Signature: Chair Pastoral Relations  
(or designate)

\_\_\_\_\_  
Printed name: Chair Pastoral Relations  
(or designate)

**Part D: Acknowledgement by ministry personnel**

I acknowledge receipt and confirm that I have reviewed a copy of this report.

\_\_\_\_\_  
Month/day/year

\_\_\_\_\_  
Signature: Ministry personnel

\_\_\_\_\_  
Printed name: Ministry personnel

**Part E: Receipt by presbytery/district**

The presbytery/district has received this completed form and it has been forwarded to the Conference office.

\_\_\_\_\_  
Month/day/year

\_\_\_\_\_  
Signature: Secretary of presbytery /district

\_\_\_\_\_  
Printed name: Secretary of presbytery/district

**Part F: Receipt by Conference**

The Conference confirms receipt of this completed form.

\_\_\_\_\_  
Month/day/year

\_\_\_\_\_  
Signature: Appropriate Conference staff person

\_\_\_\_\_  
Printed name: Appropriate Conference staff person