



**Churches  
of Christ**

Building Communities  
of Hope & Compassion

# **Accreditation and Endorsement of People in Ministry Policy (Update)**

Churches of Christ in Victoria and Tasmania Inc.

Approved by the CCVT Board October 2020.

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## 1. Introduction


Churches of Christ in Victoria and Tasmania (CCVT) is a movement of Communities of Hope and Compassion (and its churches and agencies) spread across Victoria and Tasmania, each embedded in their neighbourhoods as a sign, witness, and foretaste of the Kingdom of God.

CCVT Inc is the networking and coordinating body that exists to support these diverse Communities of Hope and Compassion in their God-given and mission-propelled calling or vocation in their neighbourhoods. At any time this missional intent is collectively expressed via a strategic plan but outworked in the context of each Affiliate.

The relationship between CCVT and Affiliated Communities and their Leaders is a partnership, expressed in a document called Affinity:2. This document seeks to describe a living and dynamic partnership with each Affiliate that is valued by CCVT.

CCVT is committed to building Communities of Hope and Compassion and developing Leaders to lead them. This will include ensuring that each place of ministry and mission affiliated with CCVT is a Safe Place for everyone to grow in their discipleship of Jesus, and in their relationships with one another. To CCVT, providing those kinds of Safe Places is both an expression of the Gospel and the Kingdom, as well as fulfilling the increasing expectations of community and government.

CCVT is also committed to seeing that each Minister, supported by their Community (church or agency), is equipped and also initially accredited by CCVT. Accreditation includes a commitment by Ministers to engage in lifelong learning. This presumes ongoing progress toward Endorsement for all ministers, acknowledging that this will usually involve an extended period of discernment and development.

The development of the ministry call in accordance with this Accreditation and Endorsement Policy is part of CCVT's commitment to seeing all Affiliates be safe places for people who engage with them, as outlined in the  [CCVT Safe Places Policy](#).

Affinity:2 outlines the requirement that affiliated churches and agencies seek both the Accreditation of all appointed Ministers and active encouragement toward Endorsement.

The purpose of this document is to set out CCVT's policy in relation to the initial Accreditation and eventual Endorsement of Ministers.

This policy applies to CCVT Inc. and its subsidiary entities, all CCVT Affiliates in Victoria and Tasmania, and the Churches of Christ's training partners, Stirling Theological College and the Australian College of Ministries (ACOM).

## 2. Definitions

**Accreditation** is a process whereby Ministers in CCVT meet an appropriate level of personal, spiritual, and leadership formation and are supported by participation in regular external supervision and professional development. This will facilitate ongoing development and accountability while progressing toward full endorsement as Ministers within CCVT.

**Accredited** is a term used to indicate the status of a person in ministry who has been recognised as fulfilling the criteria of the Accreditation process contained in this policy.

**Affiliate** is a church or agency affiliated with CCVT.

**Churches of Christ in Victoria and Tasmania (CCVT)** is a movement of affiliated Communities of Hope and Compassion (Affiliates) spread across Victoria and Tasmania.

**Council of Churches of Christ in Australia (CCCA)** is the national body for Churches of Christ, made up of representatives from each of the states.

**Endorsement** is the process that further equips and forms people for professional and vocational ministry in CCVT once they have been Accredited.

**Endorsed** is a term used to indicate the status of a person in ministry who has been recognised as fulfilling the Endorsement process contained in this policy.

**Minister** is a CCVT-Accredited person appointed or recognised by an Affiliate for a formal ministry role, paid or unpaid, for example: Senior Pastor, Minister, Associate Pastor, Families/Children's Pastor, Youth Minister, Specialised Minister such as a Chaplain, Church Planter, or Student Minister. This would typically preclude roles that are substantially administrative in nature or that represent minimal volunteer leadership roles. Ministers will be listed in the "People in Ministry" section in the CCVT directory.

**Ordination** is the recognition of CCVT-approved ministry via the two stages of Accreditation and Endorsement, the latter allowing public recognition by CCCA that a Minister has met the requirements set out in their Policy on the Endorsement and Ordination of Ministers.

**Specialised Ministry (SM)** is used to indicate the status of a person whose training and formation has been undertaken with a particular ministry context in mind and meets all the requirements of this policy for Accreditation (as Described in Appendix 1) or Endorsement for specific ministry. Examples have included various chaplaincy roles (if vocationally-focused and appropriately accredited with a chaplaincy body, as well as accredited with CCVT). Accreditation or Endorsement for Specific Ministry is not generally transferable to another distinct area of ministry or mission without a reassessment.

### 3. General Principles

Affinity:2 states that it is the responsibility of Affiliates to ensure that all Ministers appointed by them are Accredited. The Affiliate will be responsible for completing a CCVT application form for Accreditation, as well as overseeing the Minister's requirements necessary for maintaining Accreditation. These requirements include three important elements described in this policy) which assume ongoing progress toward Endorsement, even if this takes time:

- **regular External Supervision** (in accordance with CCVT's Supervision Policy);
- **an annual Professional Development Plan** (designed to facilitate progress toward Endorsement and as detailed in this policy); and
- **a regular Coaching Program to facilitate Endorsement**, unless transferring a ministry credential from another state or movement or unless already Endorsed.

Accreditation will be reviewed by CCVT through a Minister section in the annual CCVT Church Census, and in-depth assessments every three years.

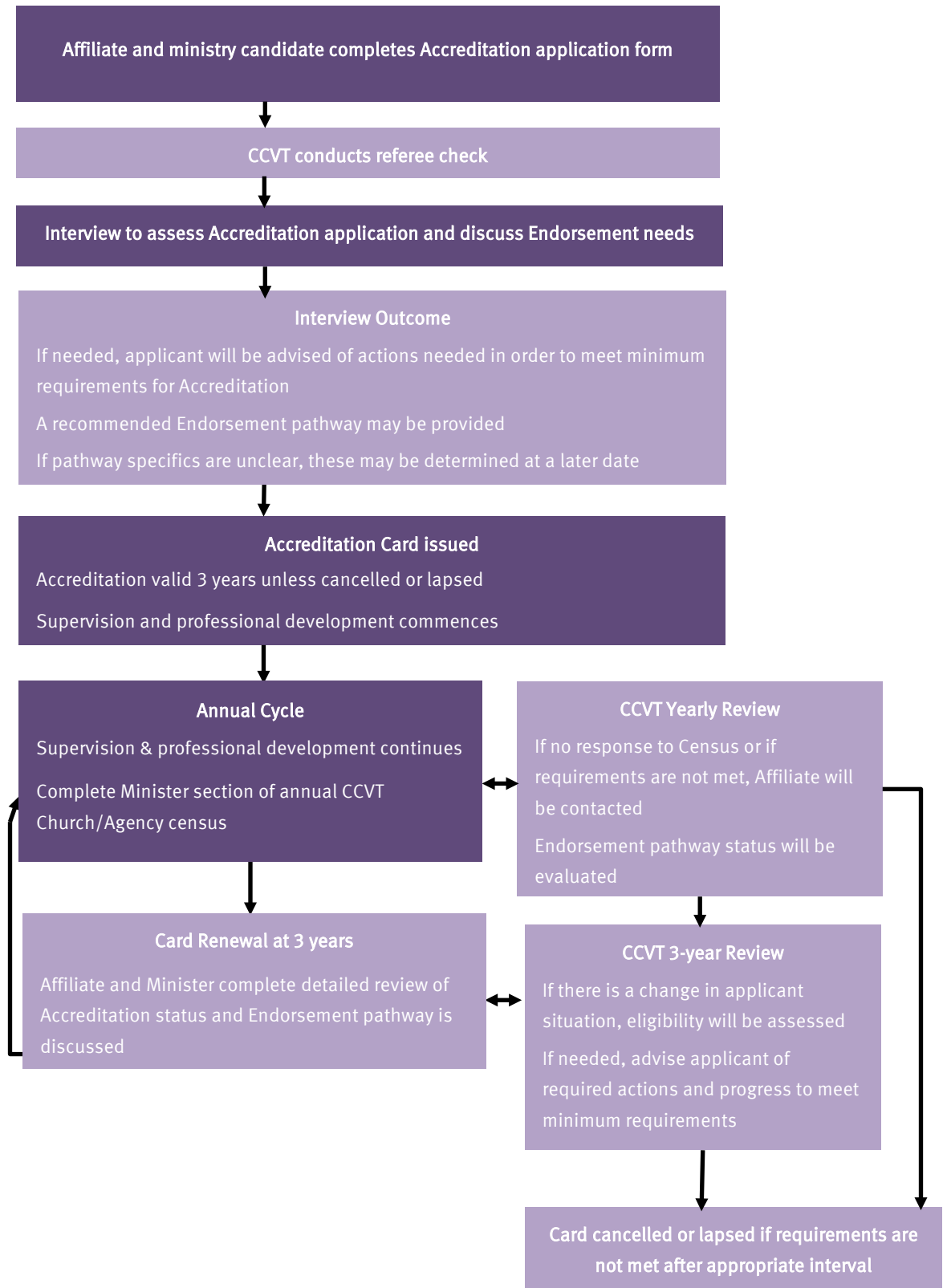
As all Accredited Ministers are expected to value lifelong learning, they are expected to commit to a locally-developed Professional Development Plan which is an annual commitment to relevant and tailored growth. This would ordinarily include the typical requirements for progressing toward Endorsement (unless already Endorsed). Suitability for Endorsement will ultimately be assessed by an Endorsement Discernment Panel, which will make recommendations to the CCVT Leadership Team and which will necessitate appropriate education and competence, as well as ongoing discernment and evidence of the call of God.

All Accredited Ministers will have their overall development pathway discussed at Accreditation interviews and at their three-year review. Any alternative to the above requirements must be approved by the CCVT Leadership Team who will then further assess the candidate prior to awarding Endorsed status. In regard to remunerated roles, it should be noted that Australian Taxation Office guidelines for minister remuneration presume a position description consistent with a ministry vocation, one which includes approved duties that are core to that role and not incidental. CCVT Affiliates should therefore review position descriptions, as needed, to ensure that those remunerated with Fringe Benefits Tax exemption satisfy the criteria.

When a Minister concludes a ministry appointment in an Affiliate organisation, their Accreditation and Endorsement will lapse within one year unless that person has retired from formal ministry (see Section 4.6) or has applied for a one-year extension due to actively seeking a placement within CCVT.

Oversight of the Accreditation and Endorsement processes rests with the CCVT Leadership Team Leader, although ministry discernment and formation will be the responsibility of all those involved in the ministry development pathway.

**Fig.1 Accreditation Process Outline**



## 4. Accreditation Process

The purpose of Accreditation is to ensure all Ministers in CCVT meet and commit to an appropriate level of personal, spiritual, and leadership formation, supported by participation in regular external supervision and professional development. This will facilitate ongoing development and accountability for Ministers who are recognised as ‘belonging’ within CCVT. The Accreditation process is summarised visually at Figure 1.

### 4.1 Applying for Accreditation

Accreditation is overseen by the CCVT Leadership Team Leader and the appropriate staff.

The Affiliate is responsible for ensuring that all existing and new Ministers complete an Accreditation application form if they are not currently Accredited. This includes Specialised Ministers such as Chaplains or Ministers who are retired and eligible and also need to retain their Marriage Licence. Regular weekly church attendance and involvement is expected of CCVT ministers, and this should be in a Churches of Christ church (unless an exception has been granted to an existing agency or in rare circumstances). Chaplains in the armed services, though absent for extended periods, will thus need to remain CCVT church members. The Accreditation application form requires information and minimum requirements described in Section 7.

### 4.2 Accreditation Interviews

Once the Affiliate and Minister have completed and submitted the Accreditation application form, the Minister’s referees will be contacted and the Minister will be interviewed by two people from a pool approved by the CCVT Leadership Team. The Minister is welcome to bring their senior minister or another approved senior ministry leader from their Affiliated organisation to the interview for support. The interview team will assess the person against the criteria for Accreditation listed in this policy (under Minimum Requirements, section 7). The interviewing team will identify any issues and required actions relevant to Accreditation, including an identification of the candidate’s specific call to ministry and any remaining requirements.

Once the interview has been conducted, a study plan will be supplied and incorporated into the candidate’s Professional Development Plan. This ensures that next steps are clear regarding supervision, formation requirements, and competency development (using ministry Attributes in the CCVT Coaching Manual). This plan will ordinarily be discussed in the Accreditation interview but may need Stirling/ACOM input before it can be finalised and approved by CCVT.

The leader of CCVT’s Leadership team may use discretion over the manner of conducting Accreditation interviews in special cases, such as for ministers currently located overseas or for ministers whose first language is not English.

Accreditation and Endorsement recognise a call to ministry that should be increasingly clear and mature, and accompanied by appropriate professional development. As such, Accreditation and

Endorsement will not necessarily be awarded on the basis of other factors such as need, diligence, academic excellence, experience, or longevity in a role. The interviewing team and ministry discernment must ascertain that a candidate for Accreditation or Endorsement is engaged in ministry-based leadership which is substantially focused on pastoral and mission-focused ministry with the likelihood of becoming an eventual vocational role that could reasonably be remunerated according to appropriate Australian Taxation Office guidelines.

Where the interviewing team determines that the candidate's ministry suitability is in question, reference shall be made to the CCVT Leadership Team Leader who may wish for the matter to be discussed further with the candidate and their church to determine next steps. This may involve arranging a subsequent interview to consider pertinent new information or engaging in the appeals process described within this document.

Once any outstanding Accreditation requirements have been addressed to the satisfaction of the CCVT Leadership Team, an Accreditation card will be issued which is valid for three years provided that Accreditation requirements are maintained. Even in cases of transfer, where a minister is known, or where a minister is returning to the movement, an interview will ordinarily be conducted. If an Accredited Minister moves to a ministry with a different Affiliate, the Minister and the Affiliate need to inform CCVT of the change and that change must then be approved in order to maintain the Accreditation.

### **4.3 Professional Development**

The commitment to engage in professional development must include Marriage Licence training if the Minister requires a Marriage Licence. Professional development can include a range of learning activities that are relevant to Ministers in their role such as: formal tertiary studies that undergird vocational ministry (see Appendix 3), Endorsement competency development (using the Ministry Attributes in the CCVT Coaching Manual), seminars and workshops, CCVT Summit, supervision, spiritual direction, mentoring, conferences, workshops, and retreats. The professional development that a Minister undertakes can be decided and agreed upon between the Minister and their church leadership to ensure they choose activities that are relevant to their role. The Minister will maintain and update their Professional Development Plan annually. It should be noted, however, that all ministers require supervision as a condition of ongoing ministry Accreditation, and this should be approved and completed in accordance with CCVT policy. Importantly, the Ministry Attributes required for Endorsement cannot normally be replaced by other means of professional development and would therefore be a foundational requirement for all those pursuing Endorsed ministry within CCVT.

### **4.4 Review of Accreditation**

Accredited Ministers will record whether they have regularly participated in external supervision and professional development (at least 40 hours per year or pro rata for part time) in the Minister



segment of the annual CCVT Church Census. Accreditation must be maintained annually. If a Minister is not working in an Affiliate for an agreed reason, they will be sent an individual census to complete, but must still have an affiliated church as their home church. If the Minister has not met their Accreditation requirements, they will be contacted by the CCVT Leadership Team Leader (or their delegate) so that appropriate action steps may be agreed and implemented.

When the Accreditation card expires, every 3 years, the Minister will complete and submit a more detailed review in collaboration with the Affiliate where they lead and serve.

The review will cover: supervision, professional development, safe practices (such as taking leave, clear job description, annual performance reviews, WWCC, National Police Check, awareness of the *Code of Ethics for Ministers* in CCVT, NCCA Safe Church Awareness Refresher Workshop), and other relevant areas (including progress in the Endorsement process). The CCVT Leadership Team Leader will identify any issues and required actions. Once they have been addressed and the Minister meets the minimum requirements for Accreditation, the Accreditation card will be re-issued for a further three years, assuming Accreditation is then maintained.

#### **4.5 Cancellation, Suspension or Lapse of Accreditation**

An Accredited Minister will provide the required information (as described in this policy) for the annual census or the three-yearly review by the required date. If the required information is not provided within a reasonable and agreed timeframe, their Accreditation and any Endorsement status may lapse and, if they have a Marriage Licence, that would lapse. If a Minister has been Ordained with Council of Churches of Christ in Australia (CCCA) recognition, that Ordination will be inactive unless they are currently Accredited. Accreditation is therefore a requirement if Ordination is to be active. If there are exceptional or extenuating circumstances—e.g. extended leave for personal reasons (such as illness) or long service leave—the CCVT Leadership Team Leader or CCVT Executive Officer can choose to delay enacting the lapse of any Accreditation, Endorsement status and Marriage Licence for up to 1 year.

If a Minister's Accreditation has lapsed they can re-apply for Accreditation by providing the required information and a letter of support from their CCVT-affiliated church or agency for the reinstatement of their card and Endorsement status. They may be required to be interviewed before becoming re-accredited.

When a Minister concludes a ministry appointment in an Affiliate, their Accreditation and any Endorsement status will lapse within one year (and, if they have a Marriage Licence, that will be cancelled), unless the person has retired from ministry (see Section 4.6) or has applied for a one-year extension due to actively looking for a placement in CCVT.

If a Minister has been found to be in breach of the CCVT *Code of Ethics for Ministers*, the CCVT Executive Officer (or approved delegate) may recommend to the Leadership Team that their

Accreditation, any Endorsement status, and Marriage Licence be suspended or cancelled. A relevant investigation should determine whether the person can re-apply for Accreditation after certain requirements have been met. The CCVT Executive Officer may also recommend that the Minister's name be submitted to the Council of Churches of Christ in Australia (CCCA) to put on the Ministers Disqualified from Service list. If a Minister has their name on the Ministers Disqualified from Service list they are not eligible for Accreditation or Endorsement or for employment or leadership within a ministry role by any Affiliate.

Any such minister whose Accreditation (and Endorsement where applicable) has been suspended or cancelled, will be expected to advise any church or parachurch organisation within which they seek any ministry role in the future of the nature of, and reason for, the disciplinary action taken.

A minister returning to CCVT ministry from suspension, or from any other significant sanction (inclusive of one imposed previously by another movement), will ordinarily appear before a panel convened by the CCVT Leadership Team Leader and/or CCVT Executive Officer or delegate (who may either supply a minimal statement concerning sanctions that have applied or who may otherwise appoint members of the Decision-Making Panel adjudicating on Code of Ethics investigations to serve as needed). This panel would determine the suitability or otherwise of the candidate to return to ministry.

Any Accredited minister's Professional Development Plan is expected to be enacted, including content relevant to the Endorsement pathway (unless already Endorsed). Where such professional development is not completed over the course of a year, a higher level of expectation will follow in the subsequent year. Ordinarily, Accreditation will lapse if there has been no progress or minimal progress over a three-year period. Ministers who have satisfied the study requirements for Endorsement but who also do not complete professional development over a three-year period may also lose their Accreditation.

Similarly, supervision is an essential requirement for effective ministry practice and ministers who do not engage in Supervision in accordance with the CCVT Ministry Supervision Policy will be unable to retain their Accreditation, and therefore any Endorsement, as a CCVT Minister.

#### **4.6 Accreditation for Retired Ministers**

Generally, the Marriage Licence, Accreditation, and Endorsement status of retired ministers will lapse after 6 months. The exception is where a retired Minister has an active ministry-affirmed through the annual CCVT Census as well as regular membership within an Affiliate, and they are available for casual, interim, or itinerant ministry. These retired Ministers who are still involved in ministry can retain their Accreditation or Endorsement status and Marriage Licence as long as they continue to meet the requirements of Accreditation. The desire for a Marriage Licence and/or occasional preaching or ministry work would not normally be reason enough to retain Accreditation. Loss of Accreditation (and therefore Endorsement and/or Celebrancy) should not

be interpreted as a loss of relationship or a lack of appreciation for longevity of service, given that Accreditation acknowledges currency of practice. In most cases, opportunities will still exist for recognition and involvement that respect longstanding connections and giftedness.

While Accreditation is annually verified, it should be noted that Endorsement also carries the inherent meaning by which current affirmation by CCVT is important. Such affirmation is in the interests of maintaining safe places of ministry for all people and Endorsement, though reflecting a vocational call to ministry, is tied to Accreditation and is not a form of lifelong or portable recognition.

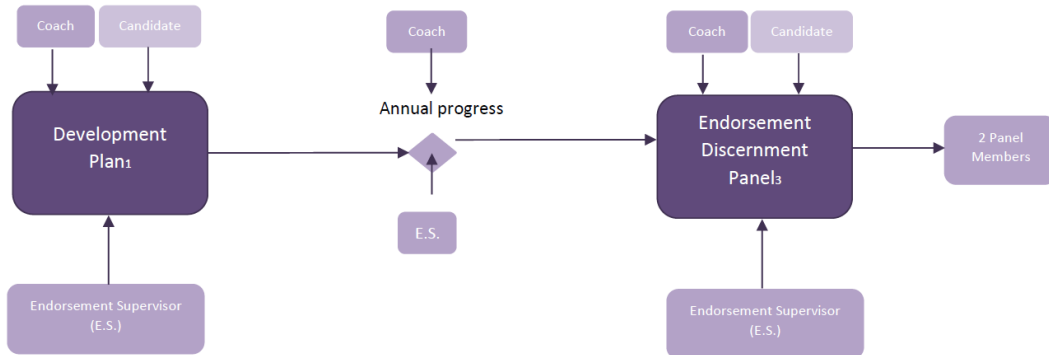
#### **4.7 People in Ministry Roles Who Are Not Accredited**

Affiliates who appoint, and maintain the appointment of, people in ministry regarded and/or paid as ministers (or pastors) but who are not Accredited should be aware that this breaches Affinity:2 as the affiliation agreement for churches and agencies. The 2019 Australian Taxation Office ruling on eligibility for Ministers claiming Fringe Benefits Tax exemption must also be upheld by each Affiliate. It is also a requirement of affiliation with CCVT that unaccredited persons pursuing ministry roles are immediately Accredited in accordance with CCVT requirements and that Affiliates therefore not continue to maintain the appointment of any person in ministry, or regard or pay them as a minister (or pastor), due to the associated reputational and/or legal risk.

People in ministry roles who are not Accredited and who therefore may not be regarded as Ministers will only be listed in the CCVT directory for information purposes where Accreditation is in progress, and is expected to be completed within six months, status will be listed as such (i.e. 'in progress' given that the person concerned is not yet Accredited). Such people will not be eligible to hold a Marriage Licence but could be expected by their Affiliate organisation to abide by the *Code of Ethics for Ministers* (or equivalent replacement policy) or any other appropriate internal Code of Practice or policy document.

Any person who has applied for Accreditation but who is not yet Accredited will not yet be eligible for Accreditation if alleged to be in breach of the Code of Ethics to the extent that any complaint made under this Code could reasonably trigger an investigation. Such a person will be required to be the subject of such an investigation at the discretion of the Executive Officer or his/her delegate in accordance with the CCVT procedure for managing such complaints. This may also apply retrospectively in cases where such complaints could adversely impact upon the current capacity to serve in a ministry role. If a complaint is upheld, ministry candidacy may be withdrawn by CCVT. It is important that Affiliates maintain confidence in leaders and therefore in those presenting for formal ministry roles, such that character and conduct be in keeping with standards expected of people in ministry.

**Fig. 2 Endorsement Process Outline**



Note that the Endorsement Supervisor reserves the right to meet with Endorsement candidates twice annually but may elect to do so on only one occasion. (In the diagram above, a Development Plan is initially produced in ‘year 1’ of a candidate’s pathway, whereas annual progress will be monitored. The Endorsement Discernment Panel may be ready to meet in ‘year 3’ or later. Coaching through ministry attributes takes time and competence would not be rushed. Nevertheless, Endorsement transfers from others states or movements would generally be much speedier, given that prior formation processes are respected for full ministers).

The Endorsement Supervisor would ordinarily maintain regular connection with the coaches and Senior Ministers (if different persons) of Endorsement candidates. This ensures that key personnel involved in formation are aligned, collectively supportive of the emerging call to ministry, and actively involved in the formation process. Confidentiality would nevertheless be maintained by all those involved, with the expectation that only procedural and administrative information be shared unless permission has been sought and given to discuss further matters.

Spiritual discernment regarding suitability for ministry is naturally expected throughout the journey toward Endorsement, whether from the Endorsement Supervisor, the relevant ministry coach (who works with the candidate on their ministry attributes), and other relevant local ministry personnel. The Endorsement Discernment Panel provides a final stage of discernment in regard to ministry readiness, noting that a candidate would not normally be approved if supporting documentation is not in order. Endorsement Discernment Panellists may recommend that further action be taken by the candidate prior to any further presentation and may also recommend that a candidate not be accepted for Endorsement (and therefore for Ordination).

## 5. Endorsement Process

Endorsement of a minister in CCVT is a current recognition that the minister is committed to the movement by way of contribution to its welfare and is in regular fellowship with other ministers and in a reasonable degree of community with CCVT as a whole (inclusive of active involvement and attendance at major events). Though reflective of a vocational call, Endorsement status carries the inherent requirement that ministers maintain CCVT affirmation (as in 4.6 above).

### 5.1 Introduction

The purpose of ministry Endorsement is to further acknowledge appropriately equipped and formed people for professional ministry in CCVT. The process requires various layers of discernment and fundamentally affirms a divine call to ministry and therefore also affirms appropriate giftedness and competence. It furthermore provides the logical continuation of the intent of initial ministry Accreditation, even though it is recognised that this continuum may sometimes be less straightforward for some. The theological studies and ministry experience required by Endorsement gives CCVT and its Affiliates additional confidence in the quality of their Ministers. It is a significant achievement on the part of Ministers themselves, and a pre-requisite for ordination by CCCA. The Endorsement process is summarised visually at Figure 2.

After one year of Accreditation a Minister will be expected to have commenced professional development inclusive of coursework relevant to the Endorsement process if not previously completed. Each Minister will undertake an individually-shaped Professional Development Plan which considers previous ministry experience and studies. In addition, the ministry attributes described in the CCVT coaching manual will be completed under a coach, who will be an Endorsed minister (or a suitably qualified and approved alternative).

The Accreditation interview will discuss the appropriate ministry training/education required for a candidate. It will be a key part of their 'development plan' and the topics required for such training/education unless already completed (regardless of the provider that is approved) is listed in Appendix 3. This ministry training/education will be completed alongside personal coaching via an approved CCVT coaching manual to facilitate the demonstration of key Attributes which is achieved using approved list in Appendix 2 via the CCVT Coaching Manual (see Appendix 2).

Accreditation interview panel members will typically follow up Accredited ministers annually to ensure that suitable progress is being made in regard to the ministry development plan (or, after the first year, to ensure that the plan has been commenced).

It should be noted that the recommendations of interviewing panels used for Accreditation or Endorsement are not to be considered a final guarantee of subsequent Endorsement or an indication of a ministry call warranting such Endorsement, with such determination potentially being made by the CCVT Leadership team at a later date.

The coaching and Attribute development may be commenced early, even prior to Accreditation being obtained since it is part of the overall ministry pathway. This will not provide any guarantee or advantage with respect to providing future Accreditation or Endorsement status.

## **5.2 Endorsement Discernment Panels**

The Team Leader of the CCVT Leadership Team will oversee the Endorsement Discernment process that interview candidates for Endorsement, including the appointment of suitable panellists from an approved pool. Panels will ordinarily include only people who are CCVT-Accredited Ministers at the level appropriate to the relevant interview candidate, i.e. Endorsed Ministers if interviewing a candidate for Endorsed Ministry. Other panellists may, however, be selected on the basis of relevant experience, as needed (such as experienced church elders, psychologists or human resources personnel). Panels will ordinarily take place at least once a year but may be convened as needed. Panellists will declare any conflicts of interest.

The purpose of an Endorsement Discernment Panel is to involve experienced Ministers who can add supplementary discernment to that offered by people walking more closely with a candidate over an extended period. All persons involved in discernment shall typically assess character and conduct, in addition to competence, in determining suitability for ministry. Acting in conjunction with the leadership provided by the Endorsement Supervisor (on behalf of the CCVT Leadership Team), the Endorsement Discernment Panel is permitted to make a suitable recommendation concerning Endorsement (see below).

The Endorsement candidate can apply to present to an Endorsement Discernment Panel when they have completed the Endorsement process including the relevant documentation, such as the application form and training/education requirements, inclusive of both the signed Attribute statements in the CCVT Coaching Manual and an approved course of study. The candidate's application must be supported and affirmed by the relevant representative of the candidate's Affiliate organisation who may, along with the candidate's spouse (if applicable), be required to attend the interview. This representative will attest to the candidate's call to ministry and the basis on which this determination is made.

For the Attribute statements (see Appendix 2 and further detail in CCVT's Coaching Manual), evidence will be required. It may be brief but must certify the basis for determining competency in any Attribute in a manner that would appear reasonable to any other coach. Such evidence must also be acceptable to the Endorsement Discernment Panel and CCVT's Leadership Team will therefore reserve the right to challenge evidence supplied, particularly if specified indicators do not appear to have been addressed. Given that the Coaching Manual's Attributes may be used as a means of coaching any potential ministry candidates, these may be commenced or completed at any stage of the ministry formation pathway, but without any guarantee of the award of any form of credential or ordination.

The Team Leader of CCVT's leadership team may use discretion over the manner of conducting Endorsement Discernment Panel interviews in special cases, such as for ministers currently located overseas or for ministers whose first language is not English.

The candidate for an Accreditation or Endorsement interview will prepare requested materials for the panel in advance of any meeting, which will remain confidential and will be securely stored at the completion of the process. There will, for Endorsement, be an academic assessment of relevant transcripts from previous study against the study required for Endorsement (see Appendix 3) so as to identify any gaps prior to any meeting with the relevant candidate. This determination may be deferred to a time following the meeting if needed. It may also waive formal study requirements in favour of other study or suitable ministry experience, where applicable, but tertiary-accredited study would provide optimum formation for ministry and would normally be preferred. The Endorsement Discernment Panel will ideally assess training/education requirements and competency determination using Attribute statements prior to meeting with an Endorsement candidate. Incompleteness in either area would normally mean that such a meeting would not proceed. The Panel may, however, reserve the right to meet with the candidate and their minister or representative, and discuss training/education requirements before a future subsequent meeting to consider recommending Endorsement.

After the first meeting with the coach and Endorsement Supervisor following an application, the Endorsement Supervisor may provide written feedback to the Minister about their strengths and areas for further development in relation to the minimum requirements for Endorsement. They will also recommend specific actions that will need to be completed in such cases before the Minister can be considered for Endorsement in the category relevant to them. This is in the interests of helpful intervention in the earliest possible stage of the process, rather than creating unnecessary anguish later (where possible).

If the Minister cannot attend an Endorsement Discernment Panel for reasons acceptable to the CCVT Leadership Team, then the Team Leader for CCVT's Leadership Team or an approved delegate may make alternative arrangements as needed.

When the Minister, the coach and the Endorsement Supervisor are satisfied that the Minister has addressed the areas for further development and specific actions set in the Development Plan, they will contact the CCVT Leadership Team with details about how they have met the requirements. The CCVT Leadership Team will confirm whether the Minister is ready to present at an Endorsement Discernment Panel to seek the appropriate category of Endorsement.

The Endorsement Discernment Panel's decision is subject to the right of appeal (see Section 6) and it can recommend that:

- the Minister is ready to be Endorsed;
- the Minister is ready to be Endorsed subject to the completion of minor requirements;



- the Minister should complete further actions before re-presenting to the panel at a later date;
- the Minister is not recommended for Endorsement.

Given that the Endorsement Discernment Panel plays a vital role in assessing ministry readiness, but does so at the final preparation step, it is important that discernment is exercised by all those engaging in the ministry development pathway, inclusive of assessing character, conduct and competence. Therefore, the Evaluation guide typically used by Endorsement Discernment Panellists (Appendix 3) should assist in ensuring more comprehensive discernment along the pathway, rather than awaiting a single stage of adjudication. Similarly, the inability to approve completion of Attributes in the CCVT Coaching Manual should be seen as helpful intervention necessitating attention, rather than any attempt to impede progress.

The CCVT Leadership Team Leader can also recommend that a person should not continue with Endorsement at any stage of the Endorsement journey if there are concerns that the relevant candidate is not able to meet the minimum requirements. This may or may not have impact on their ongoing Accreditation, depending on whether other relevant requirements are met.

### **5.3 Ministry Attributes**

Ministry development presumes applicable training/education to accompany shared recognition of the call to ministry by a local church, by other relevant personnel (such as an external coach/supervisor/mentor or Bible College) and by an Endorsement Discernment Panel. This involves development of ministry competency as well as approved study. Whilst this takes time and may not be well advanced at the time of Accreditation, it is a part of the formation of a Minister and will necessarily be required for Ministers after Accreditation and prior to being Endorsed.

Completed Attribute statements must be presented with supporting evidence, irrespective of where or when or to what level any formal study has been completed. These statements will therefore be required for any Endorsement candidate, even if their ministry call and formation originated outside CCVT.

Attribute statements (as listed in the CCVT Coaching Manual) may be used for the development of any prospective leader and may serve as the basis of a coaching and development program implemented in local churches after which a pathway toward Endorsement may or may not emerge. Neither commencement or the complete verification of all Attributes will guarantee Endorsed ministry approval for any individual. All ministry applicants will have their call recognised and attested by an Endorsement Discernment Panel in connection with the local church. This will be complemented by an approved course of study in the case of Endorsement candidates.

The twenty-four Attribute statements listed in Appendix 2 are organised into three broad categories which are expanded in the CCVT-approved Coaching Manual. Endorsement



Discernment Panels considering applications for ministry Endorsement will require that an ordained minister or other approved coach certify competence for each of these on the basis of obtaining sufficient evidence. A brief statement will be required for each Attribute in accordance with its indicators as to how such a determination was made and it is expected that competency will only be attested when this evidence could reasonably satisfy another suitably qualified and objective assessor.

Costs for coaching and other elements of ministry formation are the responsibility of the ministry candidate, but coaching would not ordinarily be remunerated or recompensed if provided by local Affiliates, given the assumption that it is an extension of core discipleship responsibilities inherent in the role of a Minister.

Where a candidate's coach is unable to continue, they would ordinarily arrange a replacement through their local church in conjunction with the CCVT Leadership Team, but the Leadership Team Leader may be asked to assist with locating a suitable replacement person, as needed.

#### **5.4 Approved Course of Study**

The particular study pathway associated with a candidate's ministry training/education would ordinarily be determined at ministry Accreditation and completed prior to Endorsement, recognising that the best practice completion of an undergraduate degree or higher may not always be suitable. While alternative pathways may be negotiated with the CCVT Leadership Team, the candidate's 'development plan' would eventually need to include all topics listed in Appendix 3.

The study is therefore expected to include Biblical studies, theology, spirituality, practical ministry, and leadership skills. The approved course of study will be suitable for leadership in a missional church and the specific subject areas that are required will be agreed by the CCVT Leadership Team. The Minister's previous experience in ministry, employment, or other study, may be recognised as prior learning in relevant areas and reduce the amount of theological study that is required, although all Attribute statements still need to be verified as part of the Endorsement process (unless waived in accordance with Section 5.6 below).

The approved course of study may contain different subject areas that focus on a relevant areas of ministry, by approval of the CCVT Leadership Team. The specific subject areas will be agreed by the Endorsement Supervisor in conjunction with the CCVT Leadership Team Leader or a nominated representative with relevant experience in the area.

Exceptions to approved tertiary-accredited study will be made with consistency as far as possible, and would require equivalence to typical ministry course content, but the nature of the exception would be determined by the CCVT Leadership Team even if seeking support from other CCVT personnel in reaching a decision as to the training/education that would be appropriate.

## 5.5 Approval of Endorsement and Ordination

Recommendations from the Endorsement Discernment Panel for a change in Endorsement status will be reviewed by the CCVT Leadership Team before receiving approval. When a change in Endorsement status is approved, the Minister will be issued with a new Accreditation card, listing their amended Endorsement status, which is valid for 3 years subject to maintaining Accreditation.

People who are Endorsed (or Endorsed for Specialised Ministry, where requested and appropriate) may choose to have their ordination recognised by the Council of Churches of Christ in Australia (CCCA). This includes people who have been through the Endorsement Discernment Panel process and people transferring their Endorsement, as outlined in Section 5.6 below. Ordination is ordinarily offered to successful candidates via a CCVT conference, or other suitable event, but candidates may opt to be Endorsed without this public (and therefore CCCA) recognition.

## 5.6 Transferring Accreditation/Endorsement/Ordination from another State or Denomination

Ministers who wish to transfer their relevant credential from another State Conference to CCVT, or from another accrediting entity that is not affiliated with CCVT, will need to apply for Accreditation and subsequently for Endorsement. Their application will then be assessed by the CCVT Leadership Team Leader for outstanding requirements, if any, and an appropriate pathway will be suggested. The Minister will need to provide a letter of good standing from their previous State Conference, movement or denomination. The person may be recommended for Endorsement without presenting to Endorsement Discernment Panels if the CCVT Leadership Team Leader is satisfied that they have previously completed an equivalent process. If the person has not been through an equivalent process, they will be invited to the next Endorsement Discernment Panel.

The CCVT Leadership team will reserve the right to require that the candidate completes further training/education, or to demonstrate ministry competence in accordance with the Attributes outlined in the CCVT Coaching Manual, before approval is made for Endorsement, but may also waive such requirements (usually where a minister has sufficient experience or longevity of service).

## 5.7 Cancellation, Suspension or Lapse of Endorsement

If a person has been found to be in breach of CCVT's *Code of Ethics for Ministers* (or equivalent replacement policy), the CCVT Executive Officer may recommend to the CCVT Board that the person's Endorsement be suspended or cancelled. If this occurs their Accreditation card will be updated or cancelled, and if Accreditation is cancelled, their Marriage Licence (if any) will also

be cancelled. The relevant determination will indicate whether the person will or will not be allowed to reapply for Accreditation and Endorsement after an appropriate length of time. The CCVT Executive Officer may also recommend to the CCVT Board that the Minister's name be submitted to the Council of Churches of Christ in Australia (CCCA) to put on the Ministers Disqualified from Service list. If a Minister has their name on the Ministers Disqualified from Service list, they are not eligible for Accreditation or Endorsement.

Ministers returning to ministry from a period in which their Endorsement, and therefore their Accreditation, has been cancelled or suspended will do so in accordance with the provisions of section 4.5. Section 4.5 will also apply in regard to the expectation that future places of church or parachurch ministry will be notified of the reason for, and nature of, such disciplinary action.

As for Accreditation, any minister who does not maintain supervision and professional development requirements over a three year period will ordinarily see both their Accreditation and Endorsement lapse.

Endorsement will lapse in conjunction with Accreditation if the requirements of Accreditation are not met annually noting, as in 4.6, that Endorsement carries the inherent requirement of current affirmation by CCVT.

## 6. Appeal Processes

A person who disagrees with a decision in relation to their Accreditation or Endorsement status, inclusive of the actions of any Endorsement Discernment Panel, may write to the CCVT Leadership Team Leader or the CCVT Executive Officer, as needed, requesting a review of that decision. Where it is deemed that there are grounds for appeal, appropriate people (two or three) will be nominated to review the decision in accordance with this policy and to communicate the outcome to the CCVT Team Leader and the complainant.

The appeal cannot include issues relating to disputes with academic institutions regarding their course assessment or workplace matters with agencies or churches where the person is employed. An appeal will not ordinarily be heard while a disciplinary process or investigation is in progress in regard to the person concerned.

If the decision was made on the basis of an investigation conducted into any breach of the *Code of Ethics for Ministers*, then the relevant appeals process must be followed.

Any associated or further matters of dispute will, however, follow the dispute resolution process outlined in the CCVT constitution, as applicable.

## 7. Minimum Requirements

To be **Accredited**, the minimum requirements are:

- Active involvement in ministry in an Affiliate of CCVT, as a Minister, a ministry student, a retired Minister, or in an approved partner organisation (inclusive of Stirling Theological College and the Australian College of Ministries which are regarded as Affiliate organisations for Accreditation purposes for those not credentialed in other states and notwithstanding the need for those Accredited also meeting other Accreditation requirements inclusive of progress toward Endorsement);
- A demonstrated and clearly-articulated commitment to missional ministry inclusive of regular weekly attendance in a Churches of Christ church (unless an exception is given);
- A clearly articulated commitment to CCVT's purpose and values, and the theology and practices of Churches of Christ, including its understanding of New Testament shapes of leadership and ministry;
- A developing level of competency for ministry demonstrated by familiarity with, and commencement of work on, the Ministry Attributes in the CCVT Coaching Guide, as well as a demonstration of the following:
  - The CCVT leadership indicators described in Affinity 2;
  - An ability to share personal faith with others;
  - An ability to integrate spirituality, learning and life;
  - An ability to relate to people pastorally, including an awareness of strengths and weaknesses, boundaries, and skill limitations;
  - Excellent communication skills on a personal and professional level;
  - A commitment to lifelong learning and professional development including supervision and appropriate progress toward Endorsement;
  - A mature understanding of Scripture and ability to share insights with others;
  - A capacity to lead, including the management of change and conflict;
- An understanding of, and commitment to Affinity 2;
- An understanding of, and commitment to, CCVT's Safe Places Policy suite;
- An understanding of the need for healthy and safe ministry and the importance of maintaining personal, professional and spiritual balance and standards demonstrated by attendance at an approved Staying Healthy in Ministry workshop, a Churches of Christ Identity workshop and an Ethics in Ministry workshop;
- A current Working With Children Check (in Victoria) or Working with Vulnerable People (children) (in Tasmania);
- An acceptable National Police Check (completed in the past 3 years) (or international equivalent);
- Have completed a NCCA Safe Church Awareness workshop or refresher within the last 3 years;

- Application form approval (or similar) from the Affiliate where they lead and serve.

The Accreditation form will ask for the following information:

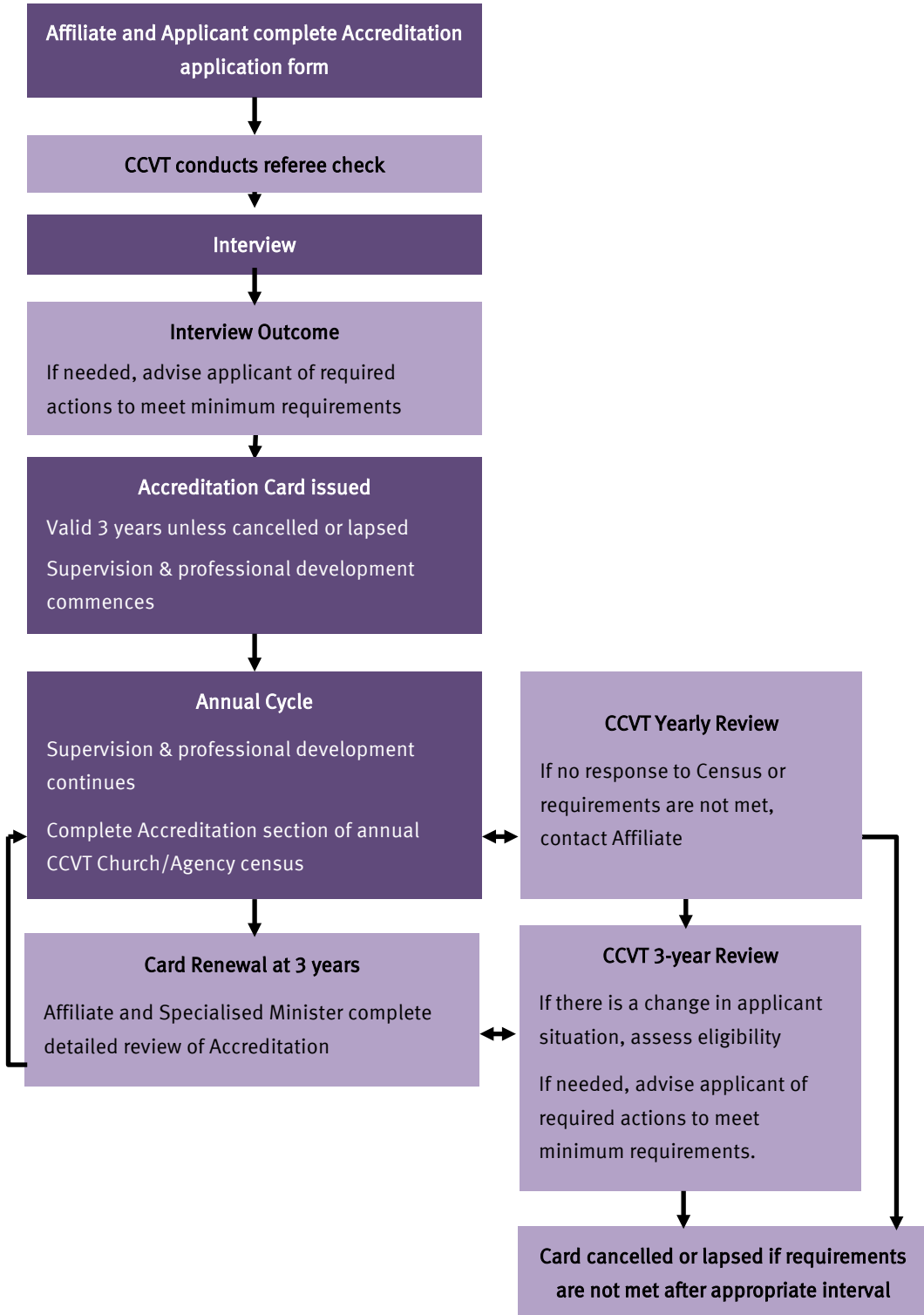
- Personal faith statement and sense of call and commitment to ministry;
- Alignment with CCVT purpose and values;
- Understanding of Churches of Christ identity, theology, culture, and polity, including its understanding of New Testament shapes of leadership and ministry;
- Understanding of, and agreement with, CCVT's Affinity:2 and Safe Places Policy;
- Statement of compliance with and commitment to abide by CCVT's *Code of Ethics for Ministers* (or equivalent replacement policy);
- National Police Check (or international equivalent);
- Working With Children Check (in Victoria) or Working with Vulnerable People (children) (in Tasmania);
- Application form approval (or similar) from the Affiliate where they lead and/or serve;
- Completion of an NCCA Safe Church Awareness workshop;
- Completion of Introduction to Churches of Christ Identity workshop and Staying Healthy in Ministry workshop;
- Commitment to engage in regular external supervision (and coaching if not Endorsed);
- Commitment to engage in continuing education or professional development (at least 40 hours/year or pro-rata for part time, in addition to ministry coaching);
- Photo for Accreditation card;
- Names and contacts of three referees;
- Academic certificates or transcripts; and
- Anything else required by the CCVT leadership team relevant to a particular application.

To be **Endorsed** or **Endorsed for Specific Ministry**, the minimum requirements are:

- Accreditation with CCVT (usually for at least one year, and inclusive of the above requirements listed for Accreditation);
- The satisfactory completion of approved theological study that addresses each of the topics listed in Appendix 3;
- Engagement in the Endorsement Discernment Panel process or an equivalent discernment process in another denomination;
- Completion of CCVT's Ministry Attributes with appropriate evidence supplied by the candidate's approved coach (unless successfully transferring from another movement or state with sufficient ministry experience);
- At least two and a half years of formal ministry experience; and
- Fulfilment of all other requirements as outlined in the above Accreditation section, including demonstrating a high level of competency for ministry.

## Appendix 1: Accrediting Ministers in Specialised Ministry

**Fig.3 Ministers in Specialised Ministry Accreditation Process Outline**



### **A1.1 Accreditation Process for Ministers in Specialised Ministry**

The purpose of Accreditation is to ensure all Ministers including those in specialised ministry, such as Chaplains (or approved Spiritual Carers) and some ministry agency leaders, meet an appropriate level of personal, spiritual, and leadership formation, supported by participation in regular external supervision (in accordance with CCVT's Supervision Policy) and professional development. This will facilitate ongoing development and accountability for specialised ministers 'belonging' within CCVT and who may or may not eventually pursue Endorsement for Specific Ministry. The Accreditation process is summarised visually at Figure 3.

Accreditation is overseen by the CCVT Leadership Team Leader who may exercise discretion in granting Accreditation, notwithstanding an overall desire for consistency from case to case.

### **A1.2 Minimum Requirements**

To be eligible to apply for Accreditation in Specialised Ministry, the minimum requirements are:

- In a formal ministry role in an external organisation (i.e. a specialised ministry not part of an affiliated church), approved by CCVT;
- A member of a CCVT Affiliate, whether or not reported in that Affiliate's census;
- If a chaplain, registered with a recognised chaplaincy body in Australia;
- Supported by and accountable to the leadership of an Affiliate of CCVT inclusive of that Affiliate providing a letter of support towards their ministry as a Specialised Minister;
- If a Specialised Minister not regularly attending an Affiliated church, for appropriate reasons, ongoing commitment to accountability with CCVT may be possible as an alternative and will include attendance at that Affiliate wherever possible and attendance at the annual Summit and other agreed events;
- Initial submission of the relevant Accreditation application;
- A demonstrated and clearly articulated commitment to missional ministry;
- A clearly articulated commitment to CCVT's purpose and values, and the theology and practices of Churches of Christ, including its understanding of New Testament shapes of leadership and ministry;
- A developing level of competency for ministry in each of the following ministry characteristics demonstrated by:
  - An understanding of, and a commitment to, the demonstration of CCVT's Leadership Indicators;
  - An ability to share personal faith with others;
  - An ability to integrate spirituality, learning and life;
  - An ability to relate to people pastorally;
  - An awareness of boundary issues and the limits of their skills;
  - Demonstrated communication skills on a personal and professional level;



- An ability to reflect with others on personal strengths and weaknesses and how they impact on ministry;
  - A commitment to lifelong learning and professional development including supervision;
  - A mature understanding of scripture and ability to share insights with others;
  - A capacity to lead, inspire and implement mission and ministry goals; and
  - An understanding of the process of change and skills to resolve/manage conflicts;
- An understanding and acceptance of CCVT's Affinity:2;
  - An understanding of, and commitment to, CCVT's Safe Places Policy suite;
  - An understanding of the need for healthy and safe ministry and the importance of maintaining personal, professional and spiritual balance;
  - A current Working With Children Check (in Victoria) or Working with Vulnerable People (children) (in Tasmania);
  - An acceptable National Police Check (completed in the past 3 years) (or international equivalent); and
  - Completion of a NCCA Safe Church Awareness workshop or refresher within the last 3 years.

Once the Affiliate and candidate have completed and submitted the Accreditation application form, referees will be contacted and the candidate will be interviewed by two people nominated by the CCVT Leadership Team Leader from an approved pool. The candidate is encouraged to bring an elder or equivalent leader from their Affiliate to the interview for support. The panel will assess the person against the criteria for Accreditation listed in this policy under Minimum Requirements. The panel will identify any issues and required actions. Once these have been addressed, the CCVT Board or their delegate will approve the issue of an Accreditation card, which is valid for three years. A candidate will require referee checks to be accepted before they can be considered for an interview.

If an Accredited Specialised Minister moves to a ministry with a different Affiliate, they need to inform CCVT of the change in order to maintain their Accreditation.

### **A1.3 Review of Accreditation**

Accredited Specialised Ministers need to report records of regular participation in external supervision (as per CCVT's Supervision Policy) and professional development (40 hours per year, in addition to ministry coaching, or pro rata for part time with a minimum of one day) to their Affiliate. These records will then be included in the Affiliate's reporting in the Accreditation section of the appropriate annual CCVT Census. If the Specialised Minister has not met their

Accreditation requirements, they will be contacted by the CCVT Leadership Team so that appropriate action steps may be agreed and implemented.

When the Accreditation card expires, every 3 years, the Specialised Minister will complete and submit a more detailed review in collaboration with the Affiliate or CCVT and the role where they lead and serve.

The review will cover: supervision, professional development, safe practices (such as taking leave, clear job description, annual performance reviews, WWCC, National Police Check, awareness of Code of Ethics for Ministers in CCVT, NCCA Safe Church Awareness Refresher Workshop), and other relevant areas (including progress in the Endorsement process). The CCVT Leadership Team Leader will identify any issues and required actions. Once they have been addressed, and Accreditation requirements met, the candidate shall be eligible to continue.

Given that Accredited ministers are on a pathway toward Endorsement, CCVT's interview panel members will typically follow up Accreditation interviews and development plans with an annual check of progress in coaching, Attribute completion, and any other associated professional development.

Where a Specialised Minister meets the minimum requirements for Accreditation, the Accreditation card will be re-issued for a further three years.

#### **A1.4 Cancellation or Lapse of Accreditation**

An Accredited Specialised Minister will provide the required information for the annual census or the three-yearly review by the required date. If the required information is not provided within a reasonable and agreed timeframe, their Accreditation and Endorsement status will lapse and, if they have a Marriage Licence, that will also lapse. If a Specialised Minister pursues Endorsement, this will not be seen as active unless they are currently Accredited. If there are exceptional or extenuating circumstances—e.g. extended leave for personal reasons (such as ill health) or long service leave—the CCVT Leadership Team Leader or CCVT Executive Officer can choose to delay the lapse of their Accreditation, Endorsement status and Marriage Licence for up to 1 year.

If a Specialised Minister's Accreditation has lapsed they can re-apply for Accreditation by providing the required information and a letter of support from their CCVT affiliated church or agency for the reinstatement of their card and Accreditation status. They may be required to be interviewed before becoming re-accredited.

Those who are Chaplains but no longer registered with a recognised chaplaincy body or no longer attending an Affiliate will see their Accreditation and/or Endorsement lapse after one year (and, if they have a Marriage Licence, that will be cancelled) unless the person is actively looking to reactivate their registration as a Chaplain with the support of a CCVT Affiliate.

If a Specialised Minister has been found to be in breach of the CCVT Code of Ethics, the appropriate professional standards body approved by CCVT may recommend to CCVT that their Accreditation, Endorsement status, and Marriage Licence be cancelled. This determination should indicate whether the person can reapply for Accreditation after certain requirements have been met. The Specialised Minister's name may also be submitted to the Council of Churches of Christ in Australia (CCCA) to put on the Ministers Disqualified from Service list. If a Specialised Minister has their name on the Ministers Disqualified from Service list they are not eligible for Accreditation or Endorsement.

A person who disagrees with the decision of CCVT in relation to Accreditation or Endorsement status may utilise the appeals process in this policy.

## Appendix 2: Ministry Attributes

The ministry attributes described in this document are intended to guide Endorsed ministers in the coaching and development of ministry candidates. In particular, this would apply to those pursuing Endorsed ministry within the Churches of Christ. These would be used in their entirety to determine ministry readiness, in addition to other requirements, given that they collectively represent minimum standards of practice for any ministers. These are further detailed in the CCVT Coaching Manual which may be used by Affiliates for the development of any leader.

### Personal Growth (PG)

PG1: Develop knowledge of calling/gifting.

PG2: Develop spiritual disciplines.

PG3: Establish effective ministry/life balance.

PG4: Display Christian character.

### Ministry and Theology (MT)

MT1: Model biblical stewardship.

MT2: Communicate biblical truth.

MT3: Lead a person to Christ and follow them up.

MT4: Lead a person through baptism.

MT5: Teach Christian discipleship to new believers.

MT6: Equip others to minister.

MT7: Demonstrate healthy ministry practice.

MT8: Lead a public worship service.

MT9: Establish and implement an evangelism strategy.

MT10: Exhibit a thorough working knowledge of the Scriptures.

MT11: Minister effectively in a cross-cultural context.

MT12: Demonstrate knowledge of special services and celebrant's requirements.

MT13: Care and counsel effectively.

MT14: Implement leadership development processes.

MT15: Resolve conflict.

### Organisational Practice (OP)

OP1: Understand Churches of Christ identity, documents, history and organisation.

OP2: Demonstrate understanding of church governance.

OP3: Describe the nature and identity of the local church.

OP4: Actively promote ministries in the local church.

OP5: Understand and implement policy.

## Appendix 3: Endorsement Discernment Panels Evaluation

### Endorsement Candidate Academic Review Worksheet

Name of Candidate: \_\_\_\_\_ Affiliate: \_\_\_\_\_

*Typical Topics of Study completed by those progressing to CCVT Ministry Endorsement, some of which will therefore be included in the professional development of all Accredited ministers unless already completed. Endorsement normally requires completion of a majority of the content in all three areas at degree level.*

<b>BIBLICAL STUDIES</b>	<b>Typical Content Expected</b>
Old Testament Overview	OT Overview and detailed coverage of a range of OT texts & themes
New Testament Overview	NT Overview and detailed coverage of a range of NT texts & themes
New Testament Letters	Specific focus on NT letters and themes, especially those of Paul
Exegesis	Detailed study of biblical interpretation and application
<b>THEOLOGY</b>	<b>Typical Content Expected</b>
Doctrine of God and the Trinity	Detailed coverage of the attributes of God and of the Trinity
Person and Work of Christ	Incarnation, ministry of Christ, Atonement, Resurrection
Person and Work of the Spirit	Sanctification, fruit and gifts of the Spirit, ministry of the Spirit
Church History	Overview of 2000 years including major eras, events, people, etc.
Churches of Christ Identity*	History and distinctives with readings and responses
<b>MINISTRY</b>	<b>Typical Content Expected</b>
Ethical Issues	A range of issues in depth, e.g. gambling, remarriage, euthanasia, etc.
Mission	Evangelism, salvation, baptism, global/cross-cultural mission
Spiritual Practices	Prayer, fasting, generosity, solitude, compassion, etc.
Preaching & Public Ministry	Sermon development and delivery, service leading, communication
Pastoral Care	People skills, pastoral counsel, conflict, grief and loss
Church Ministry and Practice	Church leadership roles, governance, administration
Leadership	Mobilising volunteers, managing change, decision making
Discipleship	Formation of others with supervision/mentoring, church systems.
Formation	Personal spiritual and ministry formation, supervision/mentoring.

\* Addressed in Coaching via Attribute OP1 and expected to be demonstrated via responses to questions in relevant coursework, or otherwise based on video and reading materials available from CCVT where needed.

*Candidates for endorsement will ideally show successful completion of accredited degree-level study (preferably at Stirling or ACOM). This study would cover each of these areas (not necessarily a full subject), in addition to certifying competence in each attribute in the CCVT Coaching Manual. Although flexibility will be possible in assessing coursework, equivalence and acceptability of other study will be at the discretion of CCVT's leadership team, requiring suitable verification and evidence.*

**CCVT Leadership Team Assessment and Recommendation:**

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## Authorisation

Responsible person	Rob Nyhuis, EO
Version	October 2020
Approval date	
Scheduled review date	2025

### Related CCVT Documents

-  [Affinity:2](#)
-  [Safe Places Policy](#)
-  [Child Safety Policy of CCVT](#)
-  [Terms and Conditions for Employment of Ministers](#)
-  [Recognition of Ministers as Marriage Celebrants Policy](#)
-  [Code of Ethics for Ministers](#)
-  [Supervision Policy](#)
-  [Application Form](#) (for Accreditation / Endorsement)