

## Report of the Human Resources for Ministry Committee

The Human Resources for Ministry Committee is an advisory body which is guided by and works to further the diocesan vision for ministry. Its work is aimed at strengthening how our human resources policies and practices reflect our values and vision. It fulfills this mandate by reviewing current policies and practices; and considering, proposing and making various recommendations to the Bishop and Synod Council in this area. In the past year:

- The work we undertook in 2014 in collaboration with the Financial Advisory Committee to review sabbatical leave policy, with the consequent recommendation of the creation of a sabbatical replacement coverage fund, is bearing fruit. Three sabbatical leaves have been taken since the last annual Synod meeting and two more applications are being considered for 2016. Sabbatical leaves bring renewed energy and enhanced knowledge & skill to the practice of ministry, benefiting both the cleric or licensed lay-worker and the church. The first replacement coverage grants were made this year, reducing financial barriers to this benefit being realized in more parishes.
- We carried out an annual compensation review, considering the rate of inflation, compensation in neighbouring dioceses, and external comparators in the public and private sectors. Recommendations adopted by Synod Council are applied to the minimum stipend scale. Increases are also recommended for application to stipends above minimum, housing allowances and salaries for lay employees. We also encouraged payment of a living wage across the diocese.
- We urged the recruitment of a summer student to assist with a number of deferred tasks. Ms. Alexandria Bell worked productively and professionally with the Director of Human Resources, conducting a personnel file audit; furthering work on an updated Human Resources Manual; and enabling a new round of performance and development reviews for diocesan staff.
- The Rev'd Canon Terry DeForest, Vision Advocate and Director of Human Resources, and others participated in semi-annual consultations amongst senior staff from all the dioceses in the Ecclesiastical Province of Ontario and a few human resources-related seminars. These have resulted in improved communications, broadened access to expertise and resources, new learnings, revisions of our letters of appointment and of sick leave practices.
- We acknowledged, with thanks, the contributions to this Committee of the Venerable Bruce McPetrie on his retirement and welcomed Ms. Mary Anne Grant providing staff support to our meetings. We acknowledge and thank Terry DeForest for his contributions to our work this past year.

In the coming months, we anticipate completing work on a new diocesan staff manual (which can be a resource for parishes when developing their own policies and practices). An exploration, with the leadership of the College of Deacons, of questions related to the retirement of deacons and Bishop's Permissions to minister is underway.

Respectfully submitted

Ms Sharon White  
Chair, Human Resources for Ministry Committee