

**Ministry Agreement 2024/2025**  
For Training Incumbents and Curates

**Curate** ..... **Category of ministry** .....

**Incumbent** ..... **Parish(es)/Benefice** .....

**Note for Curates:**

*This agreement is primarily to help you to establish a pattern for prayer and ministry that will see you grow in your priestly formation. It includes information about the training incumbents’ responsibilities as a means of illustrating the extensive scope of parish ministry and to highlight areas where you may wish to gain experience as you progress through your curacy towards your first post of responsibility.*

**Note For Training Incumbents and Curates:**

*It’s important both parties remember this is a ‘live’ document that will need to be regularly re-visited during supervision sessions and amended as the curacy develops and takes shape. It should be reviewed formally on an annual basis.*

<b>Ministry Framework</b>	<b>Curate</b>	<b>Incumbent</b>
Usual expectations of ministry		
Day(s) off (free from parish, IME or other ministry commitments)		
Annual leave – how and when arranged		
Dedicated time for personal study		
Quiet Days, retreat		
<b>Sundays and other worship</b>	<b>Curate</b>	<b>Incumbent</b>
Leading services (frequency each month)		
Preaching (frequency each month)		

Attendance when without specific commitment		
Midweek worship		
<b>Prayer together</b>	<b>Curate with Incumbent</b>	
How and when will you get opportunities for prayer together?		
<b>Attendance at Meetings</b>	<b>Curate</b>	<b>Incumbent</b>
PCC/DCC Meetings		
Church Committees/Groups		
Chapter and Deanery Synod		
Churches Together, Interfaith groups or equivalent		
<b>Other</b>	<b>Curate</b>	<b>Incumbent</b>
Administration and finance		
Expenses of office		
Professional Development		
Spiritual Growth and Development		
IME Phase 2 programme ( <b>Curate</b> )		

<p>Mutual Expectations (Optional)</p>	
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**Curate's main areas of work and/or responsibility**

Ministry profile – key areas:

**Main Areas of ministry and / or responsibility (all)**

Children / youth	Growing Leaders	Making Disciples	Being Witnesses

**Particular commitments or memberships within church or community.**

Schools	Residential homes	Community outreach	Civic/Other

**Supervisions** (not less than 9x a year for full-time curates; not less than 6x a year for others)

<p>Pattern of meeting, frequency, time, venue and length</p>

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**Staff / Ministry Team Meetings** (where applicable)

Pattern of meeting, frequency, time, venue and length

Signed:

(Incumbent)

(Curate)

Dated:

Signed:

(Start of Ministry Officer)