

Faithfulness in Service (FiS) Standards for Ministry (extracts)

The full Faithfulness in Service National Code is available online at <https://www.bathurstanglican.org.au/safe-ministries/>

Section 3. PUTTING FIS INTO PRACTICE - Standards

- 3.6 It is clergy or church worker's responsibility to be aware of and meet the standards of Faithfulness in Service.
- 3.7 If you (as a member of the clergy or a church worker) have overall authority in a church body, you are to ensure that all clergy and church workers for whom you are responsible are made aware of Faithfulness in Service.
- 3.8 You (as a member of the clergy or a church worker) are to not penalise, discriminate or take action against other clergy or church workers because of any action taken in good faith under Faithfulness in Service.

Guidelines

These guidelines explain and illustrate best practice and highlight practical ways to achieve it.

- 3.9 If you know or have reason to believe that another member of the clergy or another church worker has failed to meet a standard of this Code, other than for child abuse (the reporting of child abuse is addressed in paragraphs 5.14 and 5.15) you should:
 - Where you believe that a person has not suffered harm or is not at the risk of harm, approach the member of the clergy or church worker and identify the concern; or
 - Where you believe that a person has suffered harm or is at the risk of harm, report this to the church authority having responsibility for the member of the clergy or church worker or the Director of Professional Standards.

If in doubt seek advice from a colleague or supervisor or the Director of Professional Standards without identifying the member of the clergy or church worker.

- 3.10 If you know or have reason to believe that another member of the clergy or another church worker has not followed a guideline of this Code, you should approach the member of the clergy or church worker and identify the concern. If you consider that the member of the clergy or church worker is persisting in disregarding the guideline without good reason and a person has suffered harm or is at the risk of harm, you should seriously consider reporting this to the church authority with responsibility for the member of the clergy or church worker or the Director of Professional Standards. If in doubt seek advice from a colleague or supervisor or the Director of Professional Standards without identifying the member of the clergy or church worker.

Section 4. PASTORAL RELATIONSHIPS – Standards

- 4.6 If you have overall authority in a church body, you are to ensure that clergy and church workers for whom you are responsible are provided with: a safe working environment, including safe housing, where housing is provided; opportunities to maintain and enhance their ministry skills; and personal encouragement, support and regular feedback.
- 4.7 When exercising pastoral ministry, you are to act in the best interests of those to whom you are ministering. You must recognise any potential conflict of interest and take steps to resolve it.
- 4.8 When exercising pastoral ministry, you are not inappropriately to discriminate between people.
- 4.9 You are not to disclose confidential information received in pastoral ministry to your spouse, family, friends, colleagues or any other person without the consent of the person providing the information, except where: the information is known publicly; as required or allowed by law; or it is in the public interest (such as to avoid the risk of serious injury or harm to any person).
- 4.10 When you are on leave or unable to fulfil your responsibilities through illness or any other reason, you are to make alternative arrangements for pastoral ministry.

Section 5. CHILDREN – Standards

- 5.8 If you (as a member of the clergy or a church worker) have overall authority in a church body, you are to ensure that:
 - proper systems for the safety and welfare of children participating in the church's pastoral ministry are implemented and maintained;
 - all applicable requirements of the civil authorities, the church authority and the church body are complied with; and
 - all clergy and church workers for whom you have responsibility and who work with children:
 - comply with all civil and Church screening and selection requirements;
 - receive regular training in child protection; and
 - are aware of the provisions of Faithfulness in Service relating to children.
- 5.9 If you (as a member of the clergy or a church worker) are exercising a pastoral ministry involving children in a church body you are to take reasonable steps to ensure the safety and welfare of the children in your care.
- 5.10 You (as a member of the clergy or a church worker) are to not abuse children.
- 5.11 When engaged in pastoral ministry you (as a member of the clergy or a church worker) are to not administer corporal punishment to children in your care.
- 5.12 You (as a member of the clergy or a church worker) are to not make available to children any prohibited material, except wine in the context of a Holy Communion service.

- 5.13 Before you (as a member of the clergy or a church worker) allow a person who is currently charged with or convicted of an offence against a child to participate in activities involving children, you are to:
- consult the Director of Professional Standards;
 - ensure that a risk assessment is undertaken; and
 - be satisfied that no child will be at an increased risk of harm.
- 5.14 If you (as a member of the clergy or a church worker) know or reasonably suspect that a child is at risk of harm from child abuse, you are to report this to the appropriate civil authorities.
- 5.15 If you (as a member of the clergy or a church worker) know or reasonably suspect that another member of the clergy or a church worker has abused a child, you are to report this to the appropriate civil authorities and the Director of Professional Standards.

The Safe Ministry to Children Canon also states that all church workers who are ministering to children will follow the guidelines in FIS Section 5 relating to

- G.5.16 Recognising the characteristics and effects of child abuse
- G.5.17 Recognising the characteristics of sexual offenders
- G.5.18 Ensuring the safety of children
- G.5.19 - 20 Screening and selection of personnel
- G.5.21 - 23 Your role and capacity to perform it

FIS also contains additional safe practices and procedural information relating to activities, venue, supervision, transport, physical contact with children, communication, disciplining children, health and safety and record keeping.

Section 6. PERSONAL BEHAVIOUR – Standards

- 6.5 You are not to engage in: bullying; emotional abuse; harassment; physical abuse; sexual abuse; or spiritual abuse.
- 6.6 You are not to abuse your spouse, children or other members of your family.
- 6.7 You are to be responsible in your use of alcohol and other mind altering or addictive substances or services.
- 6.8 You are not to undertake any pastoral ministry when you are impaired by alcohol or any other mind-altering or addictive substances.
- 6.9 You are not to use any prohibited substance.
- 6.10 You are not to take property belonging to others, including intellectual property.
- 6.11 You are not knowingly to make statements that are false, misleading or deceptive.
- 6.12 You are not knowingly to use offensive language.
- 6.13 Without a legitimate purpose you are not to view, possess, produce or distribute restricted material.
- 6.14 You are to observe the law, other than any law that: is contrary to the Holy Scriptures; unjustly prohibits the practice of religion; or prohibits civil disobedience.

Section 7. SEXUAL CONDUCT – Standards

- 7.4 You are to be chaste and not engage in sex outside of marriage and not engage in disgraceful conduct of a sexual nature.
- 7.5 You are not to: sexually abuse an adult; sexually abuse a child; engage in prostitution; visit brothels and other places associated with the sex industry without a legitimate purpose; view, possess, produce or distribute restricted material containing sex or nudity without a legitimate purpose; and view, possess, produce or distribute any form of child pornography or child exploitation material.

8 FINANCIAL INTEGRITY – Standards

- 8.4 You are not to avoid payment of your just debts and family support obligations.
- 8.5 You are not to engage in tax avoidance.
- 8.6 You are not to seek personal advantage or financial gain for yourself or your family from your position or from a pastoral relationship, beyond your stipend or wage and recognised allowances and deductions.
- 8.7 You are not to allow yourself to be influenced by offers of money or financial reward.
- 8.8 You are to avoid situations of conflict between your personal financial interest and your pastoral ministry responsibilities.
- 8.9 You are to arrange your personal and church finances to ensure that clear account and transaction boundaries are maintained.
- 8.10 You are to fully disclose and be publicly accountable for all church monies which you handle.
- 8.11 If you have overall authority for financial management in a church body, you are to ensure that: proper systems for financial integrity and accountability are implemented and maintained; all clergy and church workers for whom you have responsibility and who have authority for financial management in a church body are informed of their roles and responsibilities; and all stipends, wages and allowances payable are adequate, and paid promptly and in full.

NAME: _____

SIGNED: _____

Date: _____