

Supervision Covenant form

Please use this form to make explicit expectations about supervision under the Interim Supervision Policy and to establish the best way to work together. This agreement should be reviewed annually, allowing an opportunity for feedback and adjustment about the way of working.

1. Names:

Supervisee.....

Supervisor.....

2. Practicalities:

- Venue – *it is helpful if the supervisee can travel to the supervisor on most occasions.*
- Length and frequency of sessions *(6 one to one supervisions per year lasting 90 minutes of which at least two must be face to face. Otherwise Skype or similar may be used. 2 additional supervisions may be offered by mutual consent).*
- Dates for the year – please these well in advance. They are to be treated as binding commitments barring personal emergencies.
- Record-keeping - *An agreed record should be kept on the form provided. These are to be kept according to the data protection act. The supervisee should have a copy and a copy should be sent regularly to a third party – either the minister in oversight if the minister in oversight is not the supervisor, or to the person nominated in the District Implementation Plan if the supervisor is the minister in oversight.*
- Duration of the supervision relationship - *It is assumed that where the minister in-oversight is the supervisor that the relationship endures whilst supervisor and supervisee are in office unless by a process of review this is agreed to have become inappropriate. Where the supervisor is not the minister-in-oversight it is hoped that supervision relationships will last for several years, subject to review. On the dissolution of a supervision relationship the records should pass to the next supervisor.*

3. Format – including

- The focus of supervision and its purposes:
- The formation of the agenda (by the supervisee and the supervisor) including the need to monitor and assess risks in ministry

- Methods to be used – e.g. talking, small world, role work
- Role of prayer or other acknowledgement of common discipleship

4. Boundaries of relationship – including

- Confidentiality – *everything that happens in the supervision is confidential to the supervision relationship except that written on the Agreed Record. Supervisors are also in supervision and will disclose information to their supervisors that is necessary for effective supervision. Supervisors who are supervising colleagues will need to be very careful to act clearly as supervisors within the supervision relationship and record with their supervisee anything they will need to act on as their minister in oversight.*
- Reporting - *annual reports to the MDR process should be compiled from the Agreed Record on the forms provided. Other reports may be required by any competence or complaints procedure of safeguarding enquiry. The Supervisee should have the chance to comment on any report made before it is sent.*
- Dual Relationships should be named especially where the minister-in-oversight is the supervisor. How will the supervisor raise issues of which they become aware outside the supervision context?

5. Values and behaviours

- The need for agreed preparation prior to the supervision by both parties
- Commitment to the dates and times agreed?
- Attitudes essential to make the supervision space work?

Signed (Supervisee)

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Signed (Supervisor)

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Date.....

Date for review