



PILGRIM UNITING CHURCH

We are called by God to be a prophetic witness in the city of Adelaide so that new life and vitality will be generated in our city and its people. We celebrate in our unity and diversity, our shared beliefs and past experiences, and value worship, teaching, creativity and justice.

CCP-05

CODE OF CONDUCT POLICY – MEMBERS AND ADHERENTS

1. Introduction

Pilgrim Uniting Church, as a member of the Uniting Church in Australia Synod of SA (UCA-SA), promotes a way of life which embraces Christian values and ethics within its members and adherents. As a complex Congregation which is both thriving and growing its ministry and mission, it is expected that from time-to-time we will experience internal conflict. Conflict can be good or bad, healthy or unhealthy, constructive or destructive. It is important to recognize and manage conflict in a healthy and constructive manner.

2. Purpose

- 2.1 The purpose of this policy is to actively promote the Christian values and ethics expected of members and adherents of Pilgrim Uniting Church as a member of the UCA-SA.
- 2.2 The policy is designed to help members and adherents to distinguish between healthy and unhealthy conflict and to equip them to deal constructively and compassionately with one another in every situation, including and especially where differences of opinion, experience, and response or reaction occur.
- 2.3 The policy and the accompanying procedures provide guidelines for Church Council to support members and adherents to recognise inappropriate behaviour and for Church Council to deal with incidents of inappropriate behaviour by members or adherents.
- 2.4 The policy applies to all members and adherents across the spectrum of interactions in the context of Pilgrim Uniting Church: conversations, meetings, programs and events, emails and other written communications.
- 2.5 Where relevant, the policy refers to the Sexual Harassment Policy and the Workplace Bullying and Harassment Policy.
- 2.6 The procedures following the policy provide a framework for responsibly and effectively dealing with incidents of inappropriate behaviour or conflict and ensuring that all people involved are treated appropriately and with compassion and dignity.

3. Policy

3.1 All members and adherents are expected to demonstrate behaviour that illustrates the following values and ethics included in the UCA-SA Code of Conduct:

- Respect and care for every individual
- Inclusion
- Acceptance
- Justice
- Integrity
- Compassion
- Cooperation and achieving through teams
- Wise stewardship
- Professional excellence

3.2 Care and respect

Pilgrim Uniting Church acknowledges that every individual has different gifts and skills but expects all members and adherents to:

- Treat others with dignity and respect
- Behave courteously and without prejudice at all times
- Respect the right of others to confidentiality
- Value the gifts and contributions of all employees, members and adherents
- Communicate courteously, openly and honestly
- Listen with understanding
- Seek correct information
- Manage and seek to resolve conflict constructively
- Work collaboratively and share knowledge
- Respect the rights of others
- Be realistic in expectations of others
- Acknowledge and recognize achievements
- Be open to constructive feedback
- Support individual viewpoints with evidence that their viewpoints are consistent with the ministry and mission of Pilgrim
- Support decisions made by the Pilgrim Church Council and Congregation even if they are not personally in agreement with the decision

3.3 Inappropriate behaviour

3.3.1 Any behaviour that does not accord with the values and ethics listed in section 3.1 above or is contrary to any of the ways of demonstrating care and respect for others in section 3.2 above is deemed to be inappropriate behaviour and will not be condoned by the Pilgrim Church Council.

3.3.2 Pilgrim Church Council undertakes to deal with individual incidents of inappropriate behaviour by members or adherents in ways deemed most appropriate at the time, referring to the Sexual Harassment Policy and/or the Workplace Bullying and Harassment Policy as appropriate.

3.3.3 Where a pattern of inappropriate behaviour has been identified because addressing individual incidents has not had the desired positive outcomes, Church Council may seek support from the Pastoral Relations Committee of the Synod/Presbytery and/or other outside bodies.

3.4 Conflict

3.4.1 Pilgrim Uniting Church recognises **healthy conflict** as necessary to keep our organisation mindful of and focused on its mission. Healthy conflict is that in which members and adherents deal with their issues up-front and talk directly to those with whom they disagree.

3.4.2 Pilgrim Uniting Church recognises **unhealthy conflict** as that in which one or more members and adherents, based on non-substantive evidence, make insatiable demands, attacking the person or performance of others. Any such unhealthy conflict has the potential to be opposed to the creation and maintenance of a safe and healthy spiritual environment and may even have a negative effect on Pilgrim's mission and ministry.

3.4.3 The Pilgrim Church Council undertakes to ensure that unhealthy conflict is dealt with immediately and directly, either by supporting those in conflict to resolve it themselves or by taking action itself. The goal of all such actions will be the restoration of a loving, ethical and healthy community of faith at Pilgrim Uniting Church.

3.4.4 Employees, members and adherents of Pilgrim Uniting Church need to accept that if Church Council is to deal effectively with issues within the Congregation, the individual(s) concerned must be willing to take ownership of and be identified with those issues and Church Council or, at the very least, Church Council Executive must have access to pertinent information.

3.4.5 Not all issues brought to the attention of Pilgrim Church Council are issues that affect the Congregation. Because we are a diverse group of people, personal issues may arise. These matters will be dealt with differently than congregational issues.

3.4.6 The Pilgrim Church Council will refuse to deal with proposals or concerns when the proponents of such are not willing to identify themselves by name. If individuals are not willing to represent themselves or be identified, the Church Council will consider the matter a non-issue.

3.5 Congregational issues

A congregational issue has the following identifiable characteristics:

3.5.1 Several different members or adherents have raised the issue in one or more church meetings or in person with different Church Council members.

3.5.2 A substantial number of individual members raise the issue of their own volition rather than having been prompted by the lobbying efforts of another individual in the church.

3.5.3 The issue is repeatedly voiced on different occasions by members or adherents who have proven commitment to the mission of the church

over time, and/or who are known to support the common good of the Congregation in positive and constructive ways.

3.5.4 Church Council members themselves recognise the issue as being of concern to the Congregation.

3.6 Personal issues

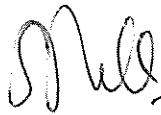
A personal issue has the following identifiable characteristics:

3.6.1 It is brought up as an issue by only a single individual or a very small group of people.

3.6.2 The issue is made known to the Pilgrim Church Council only through, or as a result of, the lobbying efforts of a single individual.

3.6.3 The Pilgrim Church Council is unable to recognise the matter as being a congregational issue as described above in 3.5.

Authorisation



Church Council Chair

Approved: March 2020

Review date: March 2022

CODE OF CONDUCT PROCEDURES

1. Responsibilities

- 1.1 All members and adherents are responsible for helping create and maintain a safe and healthy spiritual environment at Pilgrim.
- 1.2 All members and adherents are responsible for showing that they value one another by putting in the effort required to understand opposing points of view and mutually agreeing that the good of the Congregation is paramount.
- 1.3 All members and adherents are responsible for handling conflict in a mature, loving and constructive manner.
- 1.4 Pilgrim Church Council is responsible for addressing issues of inappropriate behaviour and conflict for members and adherents.

2. Procedures

- 2.1 When information regarding the Congregation is discussed with one Church Council member, that information will be open to all Church Council members. Therefore, when talking to Congregation members, adherents or other interested parties about church concerns, Church Council members must use discretion in the event their confidence (or their assurance of confidentiality) is requested.
- 2.2 Church Council members will refrain from taking part in divisive conversations.
- 2.3 The Church Council may choose to appoint two members to meet with the person(s) involved in any incidents of inappropriate behaviour and discuss the behaviour.
- 2.4 A member or adherent who purports to represent "many others in the church" or "they" will be asked to identify by name these other individuals. The individuals so named, as well as the person said to represent them, must acknowledge their interest in person or in writing before the concern or proposal will be considered by Church Council.
- 2.5 Following Scriptural guidelines, persons who have a grievance or concern will be requested to take their concern directly to the person(s) or ministry group involved. If that person or group is unable to resolve the issue, then the parties may request, through the Church Council, that a facilitator be appointed to assist them in resolving the conflict. This meeting will be held only with all parties present.
- 2.6 If the conflict is still unresolved or incidents of inappropriate behaviour continue to occur, the parties affected may request that the Church Council itself act directly in the matter of seeking a resolution. Again, all parties involved must be present at any meeting called for the purpose of addressing the conflict.
- 2.7 In extreme cases, the Church Council may seek input and assistance from the Pastoral Relations Committee of the Synod/Presbytery.
- 2.8 Issues that have not gone through the above process will not be placed on any agenda of the Church Council, community meetings, or meetings of the Congregation and will therefore be ruled out-of-order by the leader of any such meeting if raised.

2.9 If the Church Council deems that an issue is personal and also believes that the church can assist the person(s) involved, the Church Council will refer the individual(s) to the appropriate ministry/program or staff persons for support. The Church Council will not reconsider personal issues from the same person(s) regarding the same content in subsequent Church Council meetings.

Related Documents

- UCA-SA Code of Conduct
- HR-09 Sexual Harassment Policy and Procedures
- HR-10 Workplace Bullying and Harassment Policy

Authorisation

Chair of Church Council

Approved: March 2020



Review date: March 2022