



## Australia New Zealand Unitarian Association (ANZUA) Short-term Visiting Minister Settlement Process Record

ANZUA often receives inquiries from North American Unitarian Universalist ministers and British Unitarian ministers about the possibility of a several week or several month visiting ministry with one of our congregations. ANZUA does not maintain an office for recommending and negotiating visits. A copy of this form will be provided to the congregations in which a minister expresses interest, and all further communication must be direct between the minister and the congregation or congregations. The purpose of this form is to maintain information on such planned visits and to provide support to assist the congregations and the ministers. All our congregations are small. None are able to provide reimbursement for travel from overseas or salaries for short-term ministries. Occasionally housesitting and the use of a vehicle have been arranged to help with the expenses. All visits by short-term visiting ministers should be planned as much in advance as possible. Often they are arranged more than a year ahead. We recommend that ministers and congregations agree on a deadline for confirming the visit and the beginning and end dates that the minister will be with the congregation.

There are several things that ministers can do that will be helpful to our congregations—preaching, teaching an adult education program, leading a discussion group or teaching Unitarian history. We recommend that ministers avoid giving advice for congregational operation in most cases for two reasons:

1. We share the same language but Australians and New Zealanders operate in their own ways that reflect some subtle and some significant cultural differences from the congregations you are familiar with - you're not likely to understand all of these in a short visit.
2. The advice you give may be contrary to the advice given by an ANZUA professional or another visiting minister and lead to more confusion than help for the congregation. You may find it helpful to talk over your intended advice with an ANZUA professional before passing it on to the congregation you are serving as a visiting minister. Unless you have been asked to serve as a formal interim minister and have been trained for interim ministry, we suggest that you not use that term to refer to your role. The term has sometimes been used in the past and has led to confusion between work that visiting ministers and interim ministers do.

The congregations that may benefit from a short-term visiting ministry are:

1. **Australia** Adelaide, Brisbane, Melbourne, Perth, Sydney.
2. **New Zealand** Auckland, Blenheim, Christchurch.

There are other small Unitarian fellowships that might appreciate a visit once you have an established base. Addresses are on the ANZUA website, [www.anzua.org](http://www.anzua.org).

Please complete the following form and return it to [unitariansa@picknowl.com.au](mailto:unitariansa@picknowl.com.au) or The Unitarian Church of South Australia, 99 Osmond Terrace, Norwood, SA 5067, Adelaide, Australia

*This form is set up in MS Word 2003 and is able to be completed electronically, simply tab between the information entry points.*



**Australia New Zealand Unitarian Association (ANZUA) Short-term  
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**Record of Visiting Minister:**

**First name:** \_\_\_\_\_ **Surname:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Post (Zip) Code:** \_\_\_\_\_ **Country:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Website Address:** \_\_\_\_\_

**Phone (Home):** \_\_\_\_\_ **Office:** \_\_\_\_\_

**Mobile (Cell):** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Present or Recent Positions:**

**Position:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Are you Fellowshiped and Ordained?** \_\_\_\_\_

**Highest Educational Qualification or Degree (Institution, Place, Date):**

**What is the Goal of your Visit to Australia or New Zealand:**

**What are the Approximate Arrival and Departure Dates (Exact Dates Preferred):**

**Arrival:** \_\_\_\_\_ **Departure:** \_\_\_\_\_

**Do you Plan to Travel in Australia / New Zealand? When and Where?**

**Any information about your professional life that would be interesting to congregations, ie, published writings, awards, denominational positions held, other organisations in which you are active. (Attach additional sheet if necessary)**



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**Will you be Travelling Alone or with Family? Who?**

**Biographical Sketch.: Please tell briefly things that would be interesting to a congregation:**

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**Theological Orientation: What is your dominant theology or philosophy? (You may wish to copy what you have written for your UUA or GA Ministerial Record Form)**

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**What kind of financial help do you hope to obtain from a Host Congregation whilst you are visiting?**

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**What kind of Service can you give to the congregation you visit? (Titles, descriptions of a few sermons or adult education programs. Will the congregation need to organise materials?)**

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**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_