

COMMITTEE FOR MINISTRY WITH THE AGEING

TERMS OF REFERENCE

1. NAME

The Committee for Ministry with the Ageing, referred to as “the Committee”.

2. RELATIONSHIP TO THE CHURCH

The Committee is a committee of the Council for Local Mission, referred to as “the Council” and shall fulfil its responsibilities in keeping with the Constitution and the policies of the Church.

3. PURPOSE

The Committee shall operate under the authority of the Council and shall

- 3.1 provide advice on ministry with the ageing;
- 3.2 facilitate communication with all Lutheran agencies in this ministry; and
- 3.3 represent the views of the Church to government on ageing-related issues.

4. AUTHORITY

- 4.1 The Committee may recommend to the Council such approaches and actions based on its considered assessment of opportunity, priority and need.
- 4.2 The Council may delegate specific decision-making authority to the Committee under a written delegations policy.

5. MEMBERSHIP

- 5.1 The Committee shall consist of seven [7] members:
 - 5.1.1 a chairperson appointed by the Council who shall possess experience and qualities appropriate to the task;
 - 5.1.2 two [2] members with aged care industry experience capable of representing the Church on aged care sector bodies;
 - 5.1.3 one [1] pastor with expertise in ministry with the ageing;
 - 5.1.4 one [1] lay member with expertise in ministry with ageing people; and
 - 5.1.5 two [2] members with knowledge and experience of working with ageing people in a congregational setting.
- 5.2 The members of the Committee shall be appointed by the Council, based on recommendations from the Standing Committee on Nominations.
- 5.3 The Committee shall consist of people with a passion for ministry and mission.
- 5.4 The Committee membership shall include a mix of backgrounds and perspectives which, together with the relevant skills and experience will enable the Committee to fulfil its role.
- 5.5 The term of appointment for all members will be for a Synodical term.
- 5.6 The Executive Officer, Local Mission (EO-LM) shall attend meetings of the Committee.
- 5.7 The Chairperson of the Council may attend meetings of the Committee in an ex officio capacity.
- 5.8 Up to two [2] consultants may be appointed by the Council to contribute specialised knowledge that is not available among the membership when addressing specific issues.

6. MEETING ARRANGEMENTS AND REPORTING

- 6.1 Meetings shall be convened by the Chairperson.

- 6.2 It is at the discretion of the Committee to meet face-to-face, by electronic means, or by other means of communication.
- 6.3 Email correspondence may be used for the distribution of minutes, advisory information or approval of documentation.
- 6.4 The minutes of the meetings of the Committee shall be submitted to the Council.
- 6.5 Members of the Committee who are engaging with external stakeholders on behalf of the Church and its aged care facilities, shall report on their communications to the Executive Officer of the Church.

7. RESPONSIBILITIES

- 7.1 In the exercise of its responsibilities, the Committee shall develop and maintain relationships with
 - 7.1.1 Districts of the Church and in particular their aged-care related ministries;
 - 7.1.2 any relevant Church board, committee or agency;
 - 7.1.3 Lutheran Aged Care providers;
 - 7.1.4 relevant denominational and sector organisations; and
 - 7.1.5 Commonwealth Government and relevant State Governments and their aged care agencies.
- 7.2 The responsibilities of the Committee shall be in the following areas:
 - 7.2.1 In Strategy and Planning, it shall
 - 7.2.1.1 make recommendations to the Council on policies pertaining to ministry to the ageing;
 - 7.2.1.2 develop and recommend plans, including proposed budgets, for the work of the Committee that integrate into the overall strategic plan of the Council; and
 - 7.2.1.3 suggest, develop, identify and facilitate specific programs and resources for use by Lutheran communities involved in ministry with the ageing.
 - 7.2.2 In Training and Development, it shall
 - 7.2.2.1 identify training and professional development needs for people involved in ministry with the ageing;
 - 7.2.2.2 collaborate with educational providers to develop and implement training and development activities;
 - 7.2.2.3 cooperate with the College of Bishops and Australian Lutheran College in the development and delivery of appropriate materials to assist people working in Lutheran aged care facilities in understanding the theological basis for the care which Lutheran organisations provide; and
 - 7.2.2.4 promote, consider, and approve applications for scholarships from the Aged Care Chaplaincy Scholarship Fund.
 - 7.2.3 In Networking, Collaboration and Communications in the Church, it shall
 - 7.2.3.1 act as a national point of reference in the Church for issues related to ministry with the ageing;
 - 7.2.3.2 promote effective ministry with the ageing through development of innovative mission partnership models between Lutheran institutions and services such as schools, congregations, and aged care facilities; and
 - 7.2.3.3 work with the Communications Department to facilitate greater awareness within the Church about the different ways and contexts in which ministry with the ageing can and is occurring.

- 7.2.4 In External Networking and Advocacy, it shall
 - 7.2.4.1 advocate nationally on ageing issues on behalf of the Church;
 - 7.2.4.2 represent the Church to facilitate communications with government on ageing-related issues; and
 - 7.2.4.3 engage with aged care networks as required.

8. REVIEW

- 8.1 The Terms of Reference for the Committee shall be reviewed during each Synodical term.
- 8.2 Any changes to the Terms of Reference shall be approved by the Council, upon review by the Standing Committee on Constitutions.