

August 15, 2009

The Right Reverend Claude Miller, Acting Metropolitan

The Right Reverend Cyrus Pitman, Chair, National Coordinating Committee

The Right Reverend Cyrus Pitman, Provincial Episcopal Chairperson?

National Coordinating Committee, ACPO, reporting to House of Bishops

Provincial Synod, Ecclesiastical Province of Canada

Greetings and blessings:

The following is my annual report as your ACPO Secretary, SOM.

OCTOBER, 2009 - Mt. Carmel, Meeting of Provincial Secretaries and National Episcopal Chairperson, and Provincial Episcopal Chairpersons. Request of Meeting that ACPO Secretaries gather information from all Bishops in regard to their experience and practice regarding ACPO. Survey provided and mailed to The Right Reverend Claude Miller for Provincial House of Bishops' consideration. Discussion regarding whether or not Diocesan Bishops should attend the ACPO weekend. Report from Todd Townsend regarding the National Gathering on Theological Education early in 2010. Reviewed Provincial Reports, discussed changes to handbook, received Power Point presentation from Diocese of Ontario for Assessor Training, discussed NSOM ACPO, storage of ACPO files, role as Diocesan Bishop at ACPO (One Diocesan attending all of the ACPO conference to support Secretary – question regarding perceived support of diocesan candidates by candidates of other dioceses).

APRIL – 2009 – Anglican Diocesan Center, Halifax – Assessor Training – Special thanks to Diocese of Ontario for their Power Point presentation on The ACPO Handbook. Power Point presentation requires further work to shorten document.

May 21-24, 2009 – ACPO WEEKEND, The Atlantic School of Theology, Halifax, N.S.

Special thanks for the privilege of providing leadership for the Province of Canada for ACPO. I have led ACPO as Secretary in 2006 and 2007 in Halifax when we required a second ACPO in those years and now have provided leadership for ACPO in 2009. Normally the term of appointment for the ACPO Secretary is for a term of three years. As an ACPO Secretary, I sit on our Diocesan Discernment and Formation Committee and am interested in the possibility of a Position Description for Rectors as a document for reference in assessment interviews as well as a national approach to psychological assessments in the discernment process. I am in the process of developing a brief handbook for the next ACPO Secretary so that miscellaneous forms, letters and training materials are handed on.

Special thanks to Dean Paul Smith for filling in for our Bishops. His assigned topic was to provide a reflection to the Assessors on the "Bishop's view of the selection process leading to ordination – Needs

of the wider Church.” Special thanks to The Rev. Lynn Uzans for her role as Chaplain. Her presence was prayerful and pastorally attentive to assessors and candidates alike. Special thanks to The Right Reverend Ron Cutler who attended the Holy Eucharist on Sunday. All in all it was a very meaningful weekend. There continues to be challenges for assessors to focus on the assessments for the needs of the wider church rather than pastoral support for particular candidates. There also continues to be challenges in writing “a succinct prescriptive and evaluative report” to our Bishops that respond to their request in the ACPO Handbook (personal strengths and weaknesses of candidates, nature of personal faith, present understanding and potential for Christian Ministry, understanding of vocation).

BACKGROUND – Over the past number of years I have used the study materials from CREDO in preparing assessor training materials. The Report is titled “Episcopal Clergy Wellness: A Report to The Church on the State of Clergy Wellness, June 2006”. They have developed wellness markers in clergy and I hope to introduce them into discussions at our National Co-ordinating Committee (markers of wellness - self-efficacy, meaningfulness, personal well-being).

In 2006 assessor training focused on awareness of emotional intelligence and spiritual intelligence. In 2007 assessor training focused on the book, *Primal Leadership, Realizing the Power of Emotional Intelligence*. This year assessor training focused on multiple intelligences, emotional and spiritual.

ACPO Guidelines, House of Bishop, revised by House of Bishop, 1998 were studied with particular reference to the task of the assessors, “It is the primary responsibility of ACPO to assess for the wider church on issues related to call, character and charism”.

WEEKEND – We hosted 17 candidates (Halifax – 8, Fredericton – 2, Central Newfoundland -1, Western Newfoundland -1, Eastern Newfoundland -1, Montreal -3, Quebec-1, and 17 assessors. A question arose as to whether or not the material presented to the Bishop and onward to ACPO needs to be in English or whether it is the responsibility of ACPO to provide translation. For this year, I requested of the Diocesan Bishop to have the candidate provide all materials in English. Because much of the materials from the Bishop’s offices were late, I provided complete packages to the assessors upon arrival to the weekend. I attempted to keep the budget low and therefore requested that any assessors or candidates that could stay at home for the nights do so, and many were pleased to do so. The school residence is not accessible for wheelchairs and therefore we placed one candidate in a local accessible Bed and Breakfast. We need to review our response to the candidate who forgot the date of the weekend and then arrived late, expecting not to be interviewed the same number of times of the other candidates. We had candidates seeking exercise of their vocations in the military. Should we have a military chaplain as part of the team on the weekend? The particular candidate believed that it was the role of the military to get him through the diocesan process rather than the candidate clearly engaging the diocesan process. We wondered if the military have considered their own ACPO?

WHAT’S NEXT?

October, 2009 – National Coordinating Committee – Is the Bishop of the Diocese hosting ACPO the new Provincial Episcopal Chairperson and will he/she be attending the National Coordinating Committee?

January – 2010 – National Gathering on Theological Education

FEEDBACK – A - Assessors, C - Candidates, CH - Chaplain, S - Secretary

Challenges

A - More logistical briefing on ACPO process

A - Coordination of arrivals

A - Social event on Thursday night - music event

A - Social event on Friday night – Talent Night

A - Later Saturday morning start time – 9:00 a.m.

A - Request Assessors to bring laptops

A - More material in letters to Assessors, especially

Who are new to the process

A - Phones/clocks/personal items/folders

A - One session with assessors and chaplain – before

Recommendations given

A – C - Food quantity – special needs

A - Reflection tool for first group interview – use

Of tree handout needs updating

A - Friday afternoon – one hour break for A

A - Name Tags that are different for candidates/assessors

A - Delay in getting files from Bishops' offices and Secretary

A – Training on what can be asked and what is an invasion

Blessings

A - Location, Assessor Training helpful

A - Training on diverse intelligences

meaningful

A - Availability of Secretary, Chaplain

Snacks

A - Cheerful, positive leadership

A - Smoothest ACPO ever attended

A - Hospitality of AST staff

A - Assessors feeling valued!

A – Wonderful weekend

A - Discussion with experienced assessors

A – Chaplain's preaching

A – Centering exercise on Thursday

Of privacy

C – Spouses program

A – Sharing of assessors stories on Thursday evening

A – Report writing training on Thursday night?

A- Place of quiet for them so that when assessors are done their work,
they are available for consultation of other assessors

A – Coffee Break for candidates returning with recommendations

Rather than waiting in the chapel

A – Session on sharing bad news

Blessings in your discernment of this report. I look forward to any comments or guidance you may have in regard to ACPO 2010.

The Rev. Marian Conrad

2009 ACPO Conference

Province of Canada

Final Report – 2009 – August 15, 2009

1. Revenue

Quebec	100.00	
Western Nfld.	100.00	
Central Newfoundland	100.00	
Eastern Newfoundland	100.00	
Fredericton	200.00	
Montreal - 300.00 outstanding		
NS & PEI	800.00	
Province of Canada	4000.00	
General Synod	8000.00	
(1500.00 reserve from ACPO 2008)	1500.00	
Petty Cash)		
Total Revenue		14,900.00

2. Expenses

A)1 IN-SERVICE - April – 2009

Mileage and travel expenses

David Harrison	5.08	
	152.57	
Pam Bishop	44.51	

Glenn Eason	187.20
Selma Doucet	155.75
	77.88

B) ACPO CONFERENCE – May - 2009

Mileage and travel expenses

K. Smith	453.34
Michael Conrad	105.13
Victoria Byrne	211.86
Douglas Painter	493.04
Ed Humber	439.66
Pam Bishop	137.00
Leo Martin	346.10
Thelma Beckett	318.58
Joan Teed	445.22
Marian Conrad	142.57
Tom Matthews	407.64
Jane Evans	344.21
Margaret Jennex	725.76
C) AST – Residence Rooms	2806.95
D) SoHo Restaurant – meals	3100.00

E) Dr. Jody Clarke – Sunday replacement	132.00	
	132.00	
F) Aegis Coaching – Assessor Training	221.24	
G) Rev. Marian Conrad	1400.00	
ACPO Secretary		
H) Rev. Marian Conrad		
Petty Cash draw	1500.00	14,485.29
Start up funds – 2010		414.71

Note – Special thanks to Peter Flemming, Diocese of Nova Scotia for managing the deposits and drafting cheques for ACPO. Also thanks for his calculations of HST Return to reduce costs to ACPO. Kindly note that travel mileage for ACPO is .45 per km.

2009 ACPO Conference

Province of Canada

Petty Cash draw 1,500.00

A) ASSESSOR IN-SERVICE – April 2009

Reception – Hfx Superstore 34.45

B) ACPO Preparation

Canada Post (8.00, 8.00, 14.93) 30.93

January 31, 2009 Staples – xc's 12.74

Parish – Photocopies

Parish – Long-distance

C) Conference

May 21 – Cosco 92.29

May 21 – Social 75.97

May 22 - Social 37.99

May 23 – Hfx Superstore 36.94

May 23 – Hfx Superstore 69.88

D) Garden Inn – Karen Pitt

– accessible rm 201.02

Honoriums

– Sobeys – Secretarial

Assistance re reports – J. Connors 200.00 792.21 707.79