

**SUPERVISION AGREEMENT**

TO: «Company\_\_\_\_\_»

RE: The Rev. \_\_\_\_\_

Dear «Company»\_\_\_\_\_:

I am writing in relation to your offer of employment to the Rev. \_\_\_\_\_ for the position of\_\_\_\_\_. As you are aware, Rev. \_\_\_\_\_ is a member of the Louisiana Annual Conference of The United Methodist Church and will be under appointment by the bishop of the Annual Conference to an extension ministry. Because such appointments can only be made in situations with accountability structures (*2012 Book of Discipline* ¶¶ 331.5 and 344.5), we expect that the ordinary day-to-day supervision occur in the workplace, not by the bishop, district superintendent, or conference officials. You are agreeing to be responsible for the day-to-day supervision of Rev. \_\_\_\_\_'s work.

The Rev. \_\_\_\_\_ as a member of the Louisiana Annual Conference will: 1.) make annual reports of their ministry; 2.) attend sessions of the annual conference when possible; 3.) document continuing professional education. It is assumed that Rev. «LastName»'s ongoing effectiveness will be evaluated by you in the work setting on at least an annual basis (¶331.4.c and ¶343.1).

Sincerely,

\_\_\_\_\_  
Bishop Cynthia Fierro Harvey  
Louisiana Area  
The United Methodist Church

Date\_\_\_\_\_

\_\_\_\_\_  
EMPLOYER

By \_\_\_\_\_  
Signature

Read and Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Title of Authorized Officer

Copy: The Rev. \_\_\_\_\_ -