PROCEDURE

Mercy Partners Formation Responsibilities for and by Mercy Partners Ministries

Purpose

To outline Mercy Partners Formation responsibilities with the Mercy Partners Ministries.

Related Documents and Information

- Constitution of Mercy Partners Limited
- Canonical Statute
- Constitutions of the Mercy Partners Ministries
- Formation for Mission for Mercy Partners Trustee Directors Policy
- Mercy Partners' Ministry Boards Formation for Mission Policy and Framework
- Annual Ministry Planning Guide

Background

As part of its canonical responsibilities, Mercy Partners ensures that the Ministries operate within the teachings and laws of the Catholic Church. This involves:

- Establishing and approving the *Ministry Boards Formation for Mission Policy and Framework.*
- Coordinating the delivery of at least one annual Catholic Identity session for Ministry Boards.
- Facilitating and delivering Formation programs for Ministry Boards and key Ministry leaders.

Formation Governance Responsibilities

	Mercy Partners PJP	Ministry Board
Formation Delivery	Lead the delivery of Catholic Identity Formation to support the Ministry Boards, CEOs/Principals and Mission Leaders. Mercy Partners Board Trustee Directors undertake formation based on their Formation for Mission Framework and Plan.	Lead the Ministry's charism formation. Coordinate a long-term plan for Formation delivery across the Mercy Partners Formation Framework.
Formation Responsibilities	Ensure that Ministries operate within the teachings and laws of the Catholic Church. Confirm that the charism and traditions of the religious congregations continue in the Ministries.	Ensure that Catholic Social Teachings, Scripture, Theology and the founding charism of the Ministry occurs for the Board and across the organisation.
Accountabilities	Stewards approve Mercy Partners Formation for Mission Policy and Framework. Mercy Partners Board report their Formation activities to the Stewards on an annual basis. Mercy Partners reports Formation of Ministry Boards and Mercy Partners Board to the Holy See.	Mercy Partners Board approves the Ministry's Board Formation Policy and Framework. Ministry Boards report their Board Formation on a six-monthly basis to Mercy Partners.

MERCY PARTNERS

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Procedure Overview and Implementation

The following table summarises Mercy Partners formation commitments to the Ministries.

	Induction	Catholic Identity Formation	Other
Ministry Boards	x	x	Annual Chairs gathering
CEO / Principals	x	x	Annual gathering
Mission Leaders	x	x	Annual gathering and networking opportunities/ Formation for Mission Leaders
Executive Teams			At the invitation of the Mercy Partners Board

Induction

Mercy Partners leads the Induction (Civil and Formation Governance) for our Mercy Partners Ministries. This entails:

- Induction for all new Ministry directors, CEOs/Principals, Company Secretaries and Mission Leaders
- Induction for new Ministry Boards.
- An Induction refresher every three years for all Ministry Boards.

Mission Leaders

Mercy Partners supports Ministry Mission Leaders through its annual gathering, providing networking opportunities, targeted formation programs, sharing information about external formation experiences, and offering access to Mercy Partners resources.

For ministries without a dedicated Mission Leader, Mercy Partners provides support with formation planning and delivery, if required.

Version Control

Version #	Overview of updates	Author	Approved By	Date Approved	Next Review Due
1	Creation of Procedure	Formation Directorate	Mercy Partners Board	September 2019	September 2021
2	Review of Procedure	Formation Directorate	Formation Directorate	July 2023	August 2024
3	Revised Procedure replaces *Ongoing Formation of Mercy Leaders Procedure* and *Induction of Mercy Partners Leaders Procedure* based on Mercy Partners and Ministry Boards formation responsibilities	CB	Mercy Partners Board	8 October 2025	8 October 2028
4	Revised Procedure for clarity for Mission Leaders to include information currently included in Board Induction	KG	CEO	11 May 2026	11 May 2029
5	Revised Procedure to include Board induction of Company Secretaries; and other formation programs offered by Mercy Partners	KG	CEO	4 November 2026	4 November 2029