**IME 2: Guidance & Agreement Form**

**in the absence of a Training Incumbent**

This absence is due to a vacancy / sabbatical / study leave *(delete as appropriate)*

|  |  |  |  |
| --- | --- | --- | --- |
| Curate: |  | Benefice: |  |
|  |  |  |  |
| Training Incumbent: |  | Dates concerned: |  |

*The following arrangements have been agreed to ensure the continuing flourishing of the curate:*

* On-going training and mentoring needs will be the responsibility of:
* Regular supervision with the curate will be undertaken by:
* Formal supervision and reflective reports will be prepared by:
* Additional support for the curate will be provided by:
* Any other comments (please continue on an additional sheet if required):

|  |  |  |  |
| --- | --- | --- | --- |
| Curate’s signature: |  | Training Incumbent’s signature: |  |
| Date: |  | Date: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Churchwardens’ signatures: |  | *In the case of a Vacancy* Area Dean’s / Archdeacon’s signatures: |  |
| Date: |  | Date: |  |

*In a multi-parish benefice please ensure a copy of this agreement goes to all churchwardens.*