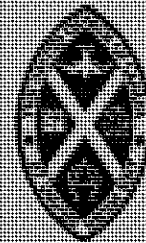


Handbook
of
THE DEACONESS ORDER
of
THE UNITED CHURCH
OF CANADA



The Committee on the Deaconess Order
and Women Workers
of
The United Church of Canada

Handbook

OF THE DEACONESS ORDER
of
THE UNITED CHURCH
OF CANADA



Please address all communications pertaining to the
Deaconess Order to The Committee on the
Deaconess Order and Women Workers
Mrs. W. J. CAMPION, B.A., *Secretary*,
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DEACONESSES ARE SERVING
in
LOCAL CONGREGATIONS
and also under
BOARD OF HOME MISSIONS
BOARD OF CHRISTIAN EDUCATION
BOARD OF EVANGELISM AND SOCIAL SERVICE
WOMAN'S MISSIONARY SOCIETY

THE HANDBOOK

Of the Deaconess Order of The United Church of Canada

THE HISTORICAL DIACONATE

"In the early centuries of the Church the principal ministry of women was that of the diaconate. Originally the function of the deacons was the administration of alms, but in time they were also charged with preaching, teaching and the administration of baptism, and were ordained to their office as a part of the Universal Ministry. From Apostolic days women were admitted to the diaconate, their ministry being largely confined, in Hellenistic society, to work among women and children. In the Middle Ages the diaconate of women largely passed out of sight in the monastic sisterhoods, although it can be traced through monastic history by certain survivals. At the Reformation a diaconate of women was advocated, but was not established as part of the Ministry. During the nineteenth and twentieth centuries women in various communions have rendered an increasing volume of service by public speech and organization, as well as by private ministrations. The Church has called to special office many of these workers, who devote their lives to the care of the poor and sick, and of neglected children, to various kinds of work in congregations and in home and foreign missions, and to other evangelical labours."—(Report of The Committee on the Ordination of Women prepared by order of the General Council of The United Church for submission to the Presbyteries 1927—pages 5 and 6).

DEACONESS WORK IN THE THREE UNITING CHURCHES PREVIOUS TO 1925

1. Congregational Union of Canada:

The term "Deaconess" was used, without official authority, for women employed by local churches. In some churches there were Boards of Deaconesses, whose duties resembled those of the Boards of Deacons, but

which dealt more especially with the care of women and children and with the relief work of the Church.

2. The Methodist Church:

In 1890 the following recommendation was adopted by the General Council of the Methodist Church:

"That this Conference, feeling the importance of a more definite recognition of woman's work in connection with the Methodist Church, recommends that each Annual Conference may, if deemed desirable, make provision for such a systematic organization of consecrated Christian women as will give them an official relation to the Church, similar to the order of Deaconesses in primitive Christianity. Such women, being duly qualified, shall be employed as aids to the pastor; no vow shall be exacted from them, nor uniform dress required, neither shall life-long service or enforced residence be necessary."—(*Journal of Methodist Conference, 1890*).

The Toronto Conference took advantage of the General Conference legislation, with the result that on January 12, 1894, the Toronto Deaconess Aid Society was organized. On May 5th of the same year a Deaconess Home and Training School was opened at 28 McGill Street under the superintendency of Miss Alice Thompson, graduate of the Chicago Deaconess Home and Training School.—(*Annual reports of Deaconess Home, 1894-1908*.)

A full report was given to the General Conference in September, 1894, when the course of study was approved, the wearing of a uniform sanctioned, and the establishment of similar Homes in other cities encouraged.

In 1907 the work had reached such proportions that a General Conference Deaconess Board was organized and given "general oversight of the Methodist National Training School and of the Canadian Methodist Deaconess Order."

The Home and Training School was later moved to 257 Jarvis Street. (This residence is still owned by the Deaconess Order and is known as Barbara House Club.)

In 1911 the spacious building at 135 St. Clair Avenue West was opened as the Deaconess Home and Training School.

Throughout this period Deaconess Aid Societies largely financed Deaconess homes and work, not only in Toronto, but in other cities as well. The Deaconess received only the smallest allowance for personal expenses, it being specifically stated that:

"no salaries shall be paid, the work of the Deaconesses being done for the love of Christ and in His name."
—(*Regulation in 1st Annual Report of the Toronto Deaconess Home, 1895*.)

The Principalship of the Training School was held in succession by Miss Alice Thompson, Miss Jean Scott (Mrs. W. M. Lemon), Miss Ora McElhenie, Rev. George H. Bishop, D.D., Rev. Hiram Hull, B.A., and Miss Winnifred Thomas, B.A.

3. The Presbyterian Church in Canada:

In 1897 the Women's Foreign Missionary Society of the Presbyterian Church established the Ewart Training Home on Church Street, Toronto, to prepare women for foreign missionary service.

In 1907 two overtures to the General Assembly voiced the realization on the part of the Church that women were required for home service. The first overture, from the Presbytery of Winnipeg and the Synod of Manitoba, asked for the institution of a Deaconess Order, and the second, from the Presbytery of Toronto, asked for the enlargement of the scope of the Ewart Home to make the training of Deaconesses possible. Both petitions were approved.

In 1908 the Assembly sanctioned the institution of an Order of Deaconesses for the Presbyterian Church in Canada. The Ewart Home became the Presbyterian Missionary and Deaconess Training Home under a Board appointed by the General Assembly. This Board was also constituted as the Deaconess Committee with

oversight of all the Deaconess work of the Church. The matter of stipend was regulated as follows:

"Instead of Deaconesses receiving, as in the case of some churches and organizations, a guaranteed home and support for life with simply a spending allowance while in the work, she shall receive from the committee or church court employing her, a remuneration based, as in the case of foreign missionaries, upon what is necessary for comfort and health, and for making some provision for age."—(*From Acts and Proceedings of the 34th General Assembly, 1908.*)

In 1899 the School had moved to 74 Charles Street and in 1908 it was transferred to 60 Grosvenor Street, under the name of the Presbyterian Missionary and Deaconess Training Home. Mrs. Anna Ross, the original principal of the Ewart Training Home, was succeeded by Mrs. Livingston who still held the office when the scope of the School was enlarged to include Deaconess training. In 1913 Miss Margaret A. Grant (Mrs. Thomas McMillan) and in 1918 Miss Jean E. Macdonald in turn held the principalship, and the oversight of the Deaconess Order.

In October, 1920, by authority of the General Assembly, Manitoba College added a department for training women missionaries and deaconesses, under the general oversight of the Assembly's Deaconess Committee.

THE DEACONESS ORDER OF THE UNITED CHURCH OF CANADA

The second General Council of The United Church in 1926 approved the following recommendation:

"That, whereas, the Methodist and Presbyterian Churches, previous to Union, had each instituted an Order of Deaconesses, and whereas there are now about one hundred Deaconesses in The United Church, provision be made for continuing within The United Church of Canada, the Deaconess Orders of the uniting Churches, these to be combined in one Order of which those already connected with the existing Orders shall

be members as well as any who in the future may be designated to the office of Deaconess by The United Church of Canada."

The United Church Training School, located at 135 St. Clair Avenue West, became the successor of the Methodist National Training School and of the Presbyterian Missionary and Deaconess Training Home, and was recognized by the Council as "one of the educational centres of the Church for the training of women for such departments of Church work as may be approved from time to time by General Council."

Miss Jean E. Macdonald, B.A., was Principal of the United Church Training School, Toronto, until 1934; Miss Gertrude L. Rutherford, B.A., (Mrs. Murray G. Brooks) 1934 to 1945; Mrs. J. D. H. Hutchinson, M.A., 1945 to 1953. Miss K. Harriet Christie, B.A., was appointed Principal in 1953.

Rev. John MacKay, D.D., Principal of Manitoba College continued to direct the work of the students in Winnipeg until the General Council in 1930 passed the following resolution:

"While recognizing that every Theological College has the privilege of enrolling women as students in its regular classes, we recommend that, in the interests of economy and the effectiveness of the training, the number of training centres for women officially recognized by the General Council of The United Church of Canada be not increased beyond the two already authorized, namely, The United Church Training School and The Women's Department of United College, Winnipeg."

In 1926 the supervision of the Deaconess Order and of other trained women workers was separated from that of the Training Schools and vested in a "Committee on Employed Women" with Miss Winnifred Thomas, B.A., as executive secretary.

In 1928 the Inter-Board Committee on Women Workers of The United Church of Canada was substituted for the above committee by order of General Council.

In 1932 the executive secretaryship of the committee became a part-time office held by Miss Mary Eadie.

In 1936 The Committee on the Deaconess Order and Women Workers became the successor of The Inter-Board Committee as a standing committee of The General Council. Rev. Lydia Gruchy, B.A., served as the first full-time Secretary 1938-1943, being succeeded by Mrs. W. J. Campion, B.A.

THE DEACONESS ORDER

The Constitution

337. Definition.—The Deaconess Order of The United Church of Canada shall be an Order of women called of God and designated by the Church to the office of Deaconess, as approved by the General Council in 1926.

338. (a) Supervision.—The Deaconess Order shall be under the supervision of the Committee on the Deaconess Order and Women Workers as constituted by General Council in 1936, or of such committee or board as may be appointed by the General Council to succeed the Committee on the Deaconess Order and Women Workers.

(b) It shall be within the jurisdiction of the Committee on the Deaconess Order and Women Workers to admonish, rebuke or suspend a Deaconess should the need for such discipline arise.

339. Membership.—Membership in the Deaconess Order shall be open to women who have completed the required training, who have been certified by the Committee on the Deaconess Order and Women Workers, and who have been designated by the action of Conference.

340. A Candidate for the Deaconess Order.—The Committee on the Deaconess Order and Women Workers shall be authorized to accept as a candidate a woman who has met the following requirements:

- (a) Christian character and seriousness of purpose;
- (b) Approval of the Session or Official Board of the Church of which she is a member and the endorsement of Presbytery;
- (c) The requirements for entrance to the United Church Training School;
- (d) Physical fitness and suitability for Church work.

341. Training and Experience.

(a) A candidate shall complete the course of training authorized by General Council and shall be recommended by the Board of the United Church Training School from which she has graduated;

(b) A candidate should be at least twenty-two and under thirty-five years of age.

342. Designation.—Application for designation into the Deaconess Order shall be made to the Committee on the Deaconess Order and Women Workers which shall be responsible for the final inquiry into the faith, character, motives, and general fitness of the candidate. The Committee shall recommend the candidate to Conference for designation.

343. Appointment.

(a) A Deaconess is not guaranteed a position, but the Committee on the Deaconess Order and Women Workers shall be responsible for seeking openings and recommending Deaconesses for suitable positions;

(b) A Deaconess desiring appointment shall make application to the Committee on the Deaconess Order and Women Workers, except in cases as provided for in section (c);

(c) A Deaconess serving the Church under appointment of one of the General Boards may seek transfer to another position under the supervision of the same Board independently, in which case she shall inform the Committee on the Deaconess Order and Women Workers of the action taken.

344. The Nature of Deaconess Work.—A Deaconess may serve the Church in a local congregation under the direction of the Session or under appointment of one of the administrative Boards or the Woman's Missionary Society.

345. A Deaconess may, with the approval of the Committee on the Deaconess Order and Women Workers, accept a position under a committee in which The United Church co-operates, or under an agency other than The United Church, with the understanding that she may be asked to withdraw from the Order if this is deemed advisable by the Committee on the Deaconess Order and Women Workers, as stipulated under Section 343 (c).

346. Agreement with Employer.

(a) Employment of a Deaconess shall be on a yearly basis, except with the approval of the Committee on the Deaconess Order and Women Workers, and shall continue from year to year, except for cause, unless at least two months prior to the expiration of any year of employment either party shall give notice to the other of intention to terminate the employment at the end of such year. A Deaconess employed by one of the Boards of the Church shall be subject to the terms of employment that obtain under that Board.

(b) A uniform authorized by the Committee on the Deaconess Order and Women Workers may be worn if desired by a Deaconess.

(c) The salary for a Deaconess shall not be less than the existing salary scale which has been approved by the Committee on the Deaconess Order and Women Workers.

(d) Provision shall be made for one full day of rest in seven and for holidays of one month in the year.

347. Pensions and Annuities.

(a) A Congregation employing a Deaconess shall contribute \$52.00 annually toward her pension or

annuity, except where a contract entered into by a Church and a Deaconess prior to the enactment of the Contributory Plan of Government Annuities excludes this provision;

(b) An administrative Board or Agency, other than a Congregation, employing a Deaconess, shall, in so far as possible, contribute \$52.00 annually toward her pension or annuity;

(c) A Deaconess shall be examined yearly by a physician who will submit a report to the Committee on the Deaconess Order and Women Workers on the authorized form.

348. Termination of Membership.

(a) A Deaconess ceases to be a member of the Order when she marries;

(b) A Deaconess may at any time tender her resignation to the Committee on the Deaconess Order and Women Workers;

(c) The Committee on the Deaconess Order and Women Workers shall review the relationship to the Order of a Deaconess who, for two years, has been without appointment because of illness or home duties or because of engaging in some work other than that under The United Church and, when deemed advisable, the Committee may request that the Deaconess withdraw from the Order;

(d) A Deaconess having withdrawn from the Order may, should she later wish to do so, re-apply for admission to the Order, and if her application is accepted, she shall receive the status that was hers at the time of her withdrawal.

WORK OF A DEACONESS

A Deaconess may be employed either by a local congregation or by one of the General Boards of the Church.

1. When working within a local congregation, a Deaconess is under the direction of the Session. She serves as an assistant to the minister, and may be expected to assume some of the following responsibilities:

(a) In the sphere of Christian Education: to co-operate with the minister and the superintendent of the Church School in the development of an adequate programme of religious training; to discover and train leaders for Sunday and week-day activities; to keep in touch with Young People's societies and groups that meet through the week; to assist with camps and vacation schools; to take charge of the Junior congregation, or to supervise its activities.

(b) In Pastoral Work: to assist with visitation; to welcome newcomers to the church services and introduce them to the activities of the congregation; to organize and supervise the welfare work of the congregation.

(c) In congregations without the services of an office secretary the Deaconess may be asked to assist with correspondence, the keeping of records and files, the preparation of the church calendar. Clerical work should be kept at a minimum; major responsibilities should be in the field of Christian Education and Pastoral care.

2. When under the Board of Christian Education or one of its Conference Committees, the Deaconess may be an Executive or Field Secretary with responsibility for promotion, literature, camps, rallies and the development of leadership.

3. When under the Woman's Missionary Society, the Board of Home Missions, or the Board of Evangelism and Social Service, the Deaconess may be placed:

(a) In a Church of All Nations, All People's Church, or Community Mission where she may be one of a staff working among New Canadians; or in a downtown Church; or a mining area;

(b) On an Indian Reserve as a missionary responsible for conducting Church services, for visiting on the

reserve and assisting in deepening the spiritual life of the Indians; in a Residential School as matron;

(c) In Oriental Work, as a social worker or kindergarten teacher;

(d) As a Missionary-at-Large in outlying areas, with responsibility for the evangelism and Christian Education in the community;

(e) As Lay Supply on a Pastoral Charge;

(f) In a Social Service institution as superintendent or assistant.

4. Overseas she serves in educational, evangelistic, and medical work as a missionary under the Woman's Missionary Society.

ADMISSION TO THE DEACONESS ORDER

Qualifications

The qualifications for those seeking admission to the Deaconess Order are as follows:

(a) Personal—a rich and growing Christian experience, good health, capacity for leadership, interest in bringing out gifts of others, concern for people and ability to work with them. Patience, stability, resourcefulness and sense of humour are essential.

(b) Academic Standing and Professional Training—either

A University Degree

or

Grade XIII (or equivalent) and in addition professional or business training and at least two years' successful experience in that profession.

(c) Experience—some experience in volunteer leadership in church and community such as—Sunday School teaching, leading children's or boys' and girls' groups, vacation schools, participation in camps, Y.P.U. and S.C.M., extra-curricular activities in high school and college.

Training

A two year course is offered at the United Church Training School, Toronto. Students are expected to live in residence, this experience being regarded as an essential part of the course of training. The course includes Old Testament, New Testament, Church History, Christian Doctrine, Principles and Methods of Christian Education, Pastoral Theology, Church and World Issues, as well as practical courses in Public Speaking, Religious Drama, Handcrafts, Music, and Recreational Leadership. Students are assigned to churches or mission centres for observation, study, practice and report, and each student spends Sunday and one mid-week session each week in this field work. Full information concerning the United Church Training School may be obtained on application to the Principal.

Procedure

(a) An applicant for admission to the Deaconess Order shall apply not later than the first of February, to The Committee on the Deaconess Order and Women Workers of The United Church of Canada, addressing the Secretary;

(b) The Committee on the Deaconess Order and Women Workers considers her application and accepts, or refuses to accept, her as a Deaconess candidate. On completion of requirements for admission to the Deaconess Order, the Committee recommends her to Conference for designation.

The conditions of admission are:

- (a) She must be a graduate of the United Church Training School at the time of designation;
- (b) She must be recommended to The Committee on the Deaconess Order and Women Workers of The United Church of Canada by the Board of the United Church Training School as being a suitable candidate for service in the Church;

- (c) She must pass a physical examination satisfactory to the Medical Board approved by The Committee on the Deaconess Order and Women Workers of The United Church of Canada;
- (d) She must not be less than twenty-three and not more than thirty-five years of age when graduating from the Training Centre.

CERTIFICATE—The official certificate and the membership card, declaring the right of the candidate to be called "Deaconess" are presented at the time of designation.

PIN—An official pin is presented to each member on the occasion of her designation. Replacement, in case of loss, shall be made by the Deaconess herself upon application to the Secretary of The Committee on the Deaconess Order and Women Workers of The United Church of Canada.

UNIFORM—A uniform for Deaconesses has been approved but is not compulsory. Those wearing the uniform should adhere strictly to the full uniform and the approved design. The Deaconess Association may recommend changes in the uniform to The Committee on the Deaconess Order and Women Workers.

THE APPOINTMENT OF A DEACONESS

The Committee on the Deaconess Order and Women Workers is responsible for seeking openings and recommending Deaconesses for suitable positions. The Committee keeps in touch with individual Deaconesses in order to be in a position to act in an advisory capacity regarding placements and transfers. The Committee also keeps before the Church at large the nature of the services rendered by Deaconesses and endeavours to discover new openings for them.

A Deaconess desiring appointment makes application to The Committee on the Deaconess Order and Women Workers of The United Church of Canada. The Committee negotiates with Churches and Boards by which the actual appointments are made.

A Deaconess under appointment by one of The General Boards may seek a transfer to another position under the same Board independently, and inform The Committee on the Deaconess Order and Women Workers of the action.

Designation to the Deaconess Order is not a guarantee of employment.

A Deaconess may, with approval of The Committee on the Deaconess Order and Women Workers, accept a position under a committee in which the United Church co-operates, or under an agency other than the United Church.

AGREEMENT WITH EMPLOYER

Congregations and Boards desiring the services of a Deaconess make application to The Committee on the Deaconess Order and Women Workers through the Secretary.

Employment of a Deaconess is on a yearly basis, except with the approval of The Committee on the Deaconess Order and Women Workers. At least two months prior to the expiration of any year of employment either party shall give notice to the other of intention to terminate the employment at the end of such year.

A Deaconess employed by one of the Boards of the Church is subject to the terms of employment that obtain under that Board.

Holidays consist of one month in the year. Provision must be made for one full day of rest in seven. Care should be taken that the programme of work allows the Deaconess adequate time for preparation and study.

A contributory Deaconess Pension Plan, approved by

the General Council, requires each Employing Board to contribute \$52.00 a year toward the pension of the Deaconess.

The Deaconess in a local congregation is a member of the Official Board. (Manual of The United Church, Section 108.)

The Committee on the Deaconess Order and Women Workers recommends a salary scale for both newly graduated and experienced Deaconesses.

It is recommended that in so far as practicable, the travelling expenses of a Deaconess going to a new appointment be paid by the Church to which she is called, or by the Board under which she is engaged.

RELATIONSHIP OF DEACONESSSES TO THE COMMITTEE ON THE DEACONESS ORDER AND WOMEN WORKERS

A Deaconess is expected to consult with The Committee on the Deaconess Order and Women Workers regarding appointment or transfer.

Yearly Reports: Each Deaconess is expected to send to the Secretary of the Committee a report of her work before June 30th of each year.

Medical Care: Each Deaconess is expected to be examined yearly by a physician recognized by the Committee, who will submit a report on the authorized form.

It is also recommended that, where possible, each Deaconess secure the protection of some health insurance plan, such as that provided by Blue Cross, and Ministers Life and Casualty.

A Medical Board consisting of three doctors, one of whom is a consultant, will assist the Committee in arriving at a fair decision in matters upon which the health of a Deaconess depends.

Pensions: Deaconesses are required to participate in the approved Contributory Deaconess Pension Plan.

The annual or semi-annual payment shall be sufficient to purchase an annuity of at least \$400.00 upon maturity.

Furloughs: The following plan has been approved by The Committee on the Deaconess Order and Women Workers:

(a) That when a Deaconess has given seven years continuous service, and when the Emergency Fund warrants it, the Committee initiate correspondence with the Deaconess and her employing Board, with the view to enabling her to have a three months' furlough;

(b) That the furlough be at a time of the year when the Deaconess can best do the study and observation work she requires;

(c) That the furlough allowance be \$200.00.

ADDITIONAL INFORMATION

Clergy Certificates: Deaconesses eligible for clergy rate certificates obtain them through the Secretary of The Committee on the Deaconess Order and Women Workers.

A Deaconess Emergency Fund: has been built up by bequests and gifts. It is administered by The Committee on the Deaconess Order and Women Workers in order to provide special assistance for Deaconesses in the case of ill-health, to aid in post-graduate studies and furloughs, and to assist the Deaconess Association to conduct its National Conferences. Interest only is used for these purposes.

Deaconess Burial Plot: There is a large plot in Mount Pleasant Cemetery, Toronto, which was donated to the Deaconess Order by the late Mr. C. D. Massey.

Correspondence in this regard should be through the Secretary of The Committee on the Deaconess Order and Women Workers, who has the authority to sign the burial order on behalf of any Deaconess when required.

TERMINATION OF MEMBERSHIP IN THE DEACONESS ORDER

A Deaconess may at any time tender her resignation to the Committee charged with responsibility for the supervision of the Deaconess Order.

When a Deaconess marries, she ceases to be a member of the Order.

A Deaconess having withdrawn from the Order may at any time apply for readmission to the Order, and on acceptance receives the same status as was hers at the time of withdrawal.

Should a Deaconess be without appointment for a period of two years because of illness, or home duties, or through engaging in some work other than under the United Church but with the permission of the Committee, her relationship to the Order will be reviewed. If deemed advisable, the Committee may request a Deaconess to withdraw from the Order.

THE DEACONESS ASSOCIATION

In 1926 approval was given to the formation of an association of Deaconesses:

(a) The association to be known as "The Deaconess Association of The United Church of Canada."

(b) All Deaconesses in active service to be eligible for membership.

(c) Meetings of the Association to be arranged from time to time by an Executive Committee.

(d) Members of the Association to pay an annual fee.

BIENNIAL CONFERENCE OF THE ASSOCIATION

The Deaconess Association meets as part of the Biennial Conference of the Fellowship of Professional Women. The Committee on the Deaconess Order and Women Workers recommend that whenever possible

Deaconesses be released by their Boards to attend this meeting.

At the meeting during the Conference an Executive Committee is elected and representatives are nominated to the following committees and boards:

- The Committee on the Deaconess Order and Women Workers;
- The Board of Management of the United Church Training School;
- The Cemetery Committee.

BARBARA HOUSE CLUB

A residence at 257 Jarvis Street, Toronto, formerly used as the Methodist Deaconess Training School, is administered by The Committee on the Deaconess Order and Women Workers. It provides club facilities for members of the Deaconess Order and a residence for students and young business women. Any surplus in operations is placed in the Deaconess Rest and Relief Fund.

DEACONESS ALUMNAE ASSOCIATION

All former members of the Deaconess Order wishing to retain their contact with one another and with those in the active work, are invited to belong to the Deaconess Alumnae Association. Correspondence should be addressed to the Secretary of The Committee on the Deaconess Order and Women Workers of The United Church of Canada.

THE COMMITTEE ON THE DEACONESS ORDER AND WOMEN WORKERS

of

THE UNITED CHURCH OF CANADA

The Committee is composed of the following:

- (a) A Chairman and Executive Secretary, appointed by the General Council;

- (b) Six men and six women appointed by the General Council from the central Conferences;

(c) One representative from each of the following Boards: Evangelism and Social Service; Home Missions; Christian Education and the Woman's Missionary Society;

- (d) Two representatives from the Deaconess Order;

(e) One representative nominated by the Board of Management of the United Church Training School;

(f) One corresponding member appointed from each Conference of the Church.

The duties of the Committee shall be:

(a) To promote and give direction to the Deaconess Order by recruiting and recommending candidates for training;

(b) To co-operate with the Board of the Training School for women in defining courses of training;

(c) To administer the Deaconess Funds and the Deaconess property;

(d) To assist in placing and transferring Deaconesses by recommending them to the employing Boards of the Church and to local congregations;

(e) To give assistance to women workers who are not eligible for membership in the Deaconess Order;

(f) To recommend to Conference candidates for designation to the Deaconess Order;

(g) To promote closer fellowship among all employed women workers throughout the Church;

(h) To study any other features that concern the interests of women workers in the Church.

The Committee on the Deaconess Order and Women Workers functions through the following Sub-Committees:

The Committee on Relationships and New Developments considers general policies and trends in women's work in the Church.

The Committee on Deaconess Work deals with placements, transfers, furloughs, pensions, emergency grants, and all details relating to individual Deaconesses.

The Barbara House Club Committee has the oversight of the residence at 257 Jarvis Street, Toronto.

The Cemetery Committee, composed of the Secretary of The Committee on the Deaconess Order and Women Workers and representatives of the Deaconess Association, attends to details connected with the Deaconess plot in Mount Pleasant Cemetery, Toronto.

The Finance Committee is responsible for the raising and control of finances.

THE FELLOWSHIP OF PROFESSIONAL WOMEN

Deaconesses are eligible for membership in "The Fellowship of Professional Women in The United Church of Canada." The basis of membership is as follows:

(a) Graduates of Theological College, United Church Training School or other approved Training Schools, who are employed in a professional capacity in full-time work in The United Church of Canada.

(b) Women in the active service of the Woman's Missionary Society who have been commissioned by the Church.

(c) Members of the Deaconess Order who are engaged in the active work of the United Church, or in positions approved by The Committee on the Deaconess Order and Women Workers.

(d) Deans of Women and Women Principals of United Church Schools and Colleges.

(e) Women members of the United Church employed in executive positions by the Church or by co-operating Boards.

(f) Such other women employed by the United Church who because of position, training and experience, are approved by the Executive Committee of the

National Fellowship of Professional Women in The United Church of Canada.

The purpose of the Fellowship is as follows:

(a) To provide a bond of fellowship for the professional women workers of The United Church of Canada.

(b) To study the whole field of women's work in the Church with a view to making it more effective.

(c) To interest young women in professional work within the Church and to interpret the place of the professional woman worker in the life and work of the Church.

(d) To contribute to the development of Church policy and practice through The Committee on the Deaconess Order and Women Workers of The United Church of Canada.

The Constitution of the Deaconess Rest and Relief Fund:

Article I—Name

This Fund shall be called the Rest and Relief Fund of the Deaconess Order of The United Church of Canada.

Article II—Object and Membership

This Fund shall be used to provide superannuation for those Deaconesses who were members of the Deaconess Order of the Methodist Church at the time of Union, special consideration being given to those who entered the Order in the earlier days of its operation.

At the discretion of the Board or Committee responsible for its administration, the Fund may also be used for grants to claimants on the Fund in cases of extreme necessity caused by illness or other emergency.

Article III—Management

Section 1. This Fund shall be administered by that Board or Committee of The United Church of Canada

which is responsible for the supervision of the Deaconess Order. This Board or Committee shall include in its membership two Deaconesses who are claimants on the Fund, who shall have voting privileges in connection with this phase of its work.

Section 2. The Treasurer of the Fund shall be the Treasurer of The United Church of Canada, and the Fund shall be subject to the same regulations as are the other Trust Funds held by the Finance Committee of The United Church.

Section 3. All requisitions on this Fund shall be made by the Board or Committee named in Article III, Section 1, which shall give authority to one of its officers to sign such requisitions.

Section 4. The Treasurer shall present to the Board or Committee named in Article III, Section 1, an annual audited statement of the Fund.

Article IV—Income

Section 1. The annual assessment of each Deaconess who is a member of the Fund shall be twenty dollars, increasing at the rate of two dollars a year for every one hundred dollars increase in salary over and above one thousand dollars.

Section 2. In case a Deaconess fails to make any payment required of her under this provision before September first, following the close of the Deaconess year for which payment was due, she shall forfeit one-half her superannuation claim for such year.

Section 3. Deaconesses shall not be required to pay assessments for the years prior to September first, 1927.

Section 4. The other source of income shall be the interest on the invested capital.

Article V—Computation of Annuities

Section 1. Except for the provision of Article V, Section 4, no annuity shall be granted unless a Deaconess has completed twenty years in active service, including probation, and has reached the age of fifty-five. On retirement under these conditions such annuity shall be payable during the term of her natural life, subject to the provisions of this constitution.

Section 2. The annuity, contingent on available funds, shall be twenty dollars for each year of active service.

Section 3. Deaconesses who entered the Order prior to 1911, if compelled, because of failing health, to retire after a period of from twenty to thirty years of service shall receive a life annuity of \$600.00 instead of coming under the provision of Article V, Section 2. If a Deaconess serves more than thirty years the regular increase of twenty dollars a year for every year of service will come into effect.

Section 4. Should a Deaconess become permanently incapacitated for earning a livelihood at any time after fifteen years of active service, she shall receive an annuity of twenty dollars a year for every year in active service.

Section 5. Should a Deaconess withdraw from the Order before superannuating, or be disjoined from the Order, or, because of exceptional circumstances, requested to commute her claims, she shall receive for one year an allowance at the rate of twenty dollars for each year in active service.

Section 6. For the purpose of computing annuities the Deaconess year shall begin September first.

Section 7. The Board or Committee responsible for the administration of the Fund shall have authority to credit as a whole year of active service any con-

siderable portion of a year's service, provided the assessment is paid.

Section 8. A Deaconess shall be considered as in active service if she holds a position under The United Church, or under a body in which The United Church is a co-operating unit, or under a body other than The United Church, with the permission of the Board or Committee responsible for the supervision of the Deaconess Order. In the last case the Deaconess herself or the employing body shall pay an additional annual assessment equal to her assessment as indicated in Article IV, Section 1.

Article VI—General Regulations

Section 1. The initiative in the retirement of a Deaconess may be taken either by the Deaconess or by the Board or Committee responsible for the supervision of the Deaconess Order.

Section 2. Any Deaconess retiring before the age of fifty-five shall present annually a medical report indicating that such retirement is necessary.

Section 3. The Board or Committee responsible for the supervision of the Deaconess Order shall require of the Deaconess recommended for or seeking superannuation a medical examination by her own physician and, if deemed desirable, by a physician named by itself.

Article VII—Change of Constitution

This constitution may be changed at the annual meeting of the Board or Committee responsible for the supervision of the Deaconess Order, by a two-thirds vote of the members present, notice of such suggested change having been posted to each member at least two weeks prior to such meeting.

FORM OF BEQUEST

I give, devise and bequeath to the Deaconess Order of
The United Church of Canada,
the sum of Dollars.

If desired a qualifying phrase may be added, for example:

I give to the Deaconess Order of The United Church
of Canada the sum of Dollars
for the Deaconess Emergency Fund.

Such bequests are administered by The Committee on the Deaconess Order and Women Workers in either of two ways:

(1) In favour of Deaconesses who received only a pittance of salary when they entered the Order, and were promised maintenance in their active service and pension on retirement.

(2) Through the Deaconess Emergency Fund, a capital account from which the interest only is used, for compassionate grants and study grants.

Generous bequests from friends of Deaconesses make either of these possible.

Please address all communications pertaining to the Deaconess
Order to the Secretary of The Committee on the Deaconess
Order and Women Workers,

Mrs. W. J. CAMPION, B.A.,
Room 506, 299 Queen St. West,
Toronto, Ont.