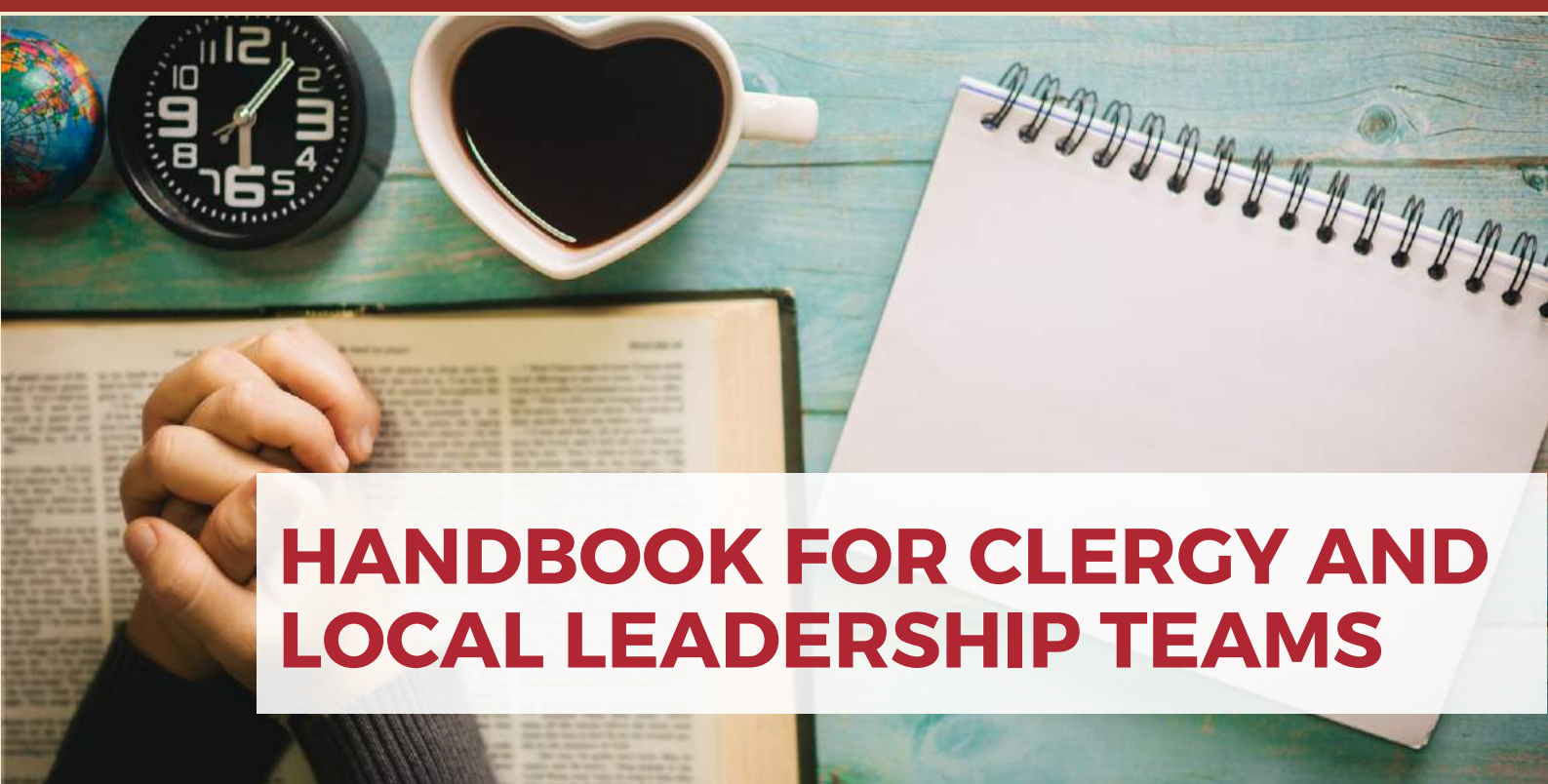


LAY MINISTRY



DIOCESE OF
YORK



**HANDBOOK FOR CLERGY AND
LOCAL LEADERSHIP TEAMS**



Living Christ's Story

dioceseofyork.org.uk



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Foreword by the Archbishop of York

Because of our baptism, every one of us has a part to play in God's mission of love to the world. In the Diocese of York it is our heart's desire that the whole people of God may be engaged in the whole mission of God across the whole of life.



As a Diocese we are committed to a new, reinvigorated model for Lay Ministry. Seeing fruitful lay ministry emerge from the roots of our discipleship is vital theologically in that it locates ministry amongst the whole people of God. I believe that everyone is called to join in the mission of God whoever and wherever they are and from whichever church tradition they belong to. I hope all clergy in the Diocese will join me in embracing these exciting developments and empower the lay people in their charge to live out their calling to be faithful to Christ in their daily life and through the ministry of God's Church.

Archbishop Stephen Cottrell

FOREWORD

He makes the whole body fit together perfectly. As each part does its own special work, it helps the other parts grow, so that the whole body is healthy and growing and full of love.

Lay Ministries Overview

FAQ	Licensed Lay Minister (Reader)	Authorised Lay Minister	Informal Lay Ministry	Mustard Seed Community Minister	Multiply Lay Leader
Are there any academic entry requirements?	No	No	No	No	No
What does the formation pathway look like?	The Deepening Discipleship Project followed by LLM (Reader) specified top-up modules	The Deepening Discipleship Project followed by optional modules	2022/23 Bespoke resourcing for Ministry Units and from 2023/24 access to optional modules	Stepping Up learning community consisting of three terms: Listening, Being With, Sharing Faith	Ongoing formation
How much work is involved in the formation?	Some light preparation tasks and practical Developing Ministry tasks in context	Some light preparation tasks and practical Developing Ministry tasks in context	Little/none	Weekly takeaway activities that are either formational or practical	Monthly Zooms and biannual Saturday gathering. Termly coaching
Are there any written assignments?	No, but a reflective journal will be required which will involve written reflections	No, but a reflective journal will be encouraged	No	No, but everyone has a personal journal for written, or other creative reflections.	No
What happens at the end of the initial formation period?	Ongoing Ministerial Development Review every 3 years	Authorised for 3 years* at a time	Start or continue ministry in context	Commissioned as Community Minister to lead or assist in mission in the local community	Commissioned as a Multiply Lay Leader
Where is formation based?	In context around the Diocese and online with some gathered sessions	In context around the Diocese and online with three gathered retreats	Various	At a church within a Mustard Seed Deanery	In context
Do I need to do Safeguarding Training?	Yes	Yes	Yes	Yes	Yes

* Renewal after a review process

INFORMAL LAY MINISTRY



Informal (sometimes called local or recognised) ministries happen in the local parish, benefice or worshipping community. This is resourced locally and does not require any authorisation or licensing. Examples of informal local ministry might include running a food bank, leading a small group, facilitating a toddler group, offering prayer and listening or *Lay Eucharistic Ministry and welcoming in church.

We would like to see this ministry resourced more widely as part of our vision to see all lay people empowered and equipped; not just those seeking authorisation or licensing. We firmly believe that local ministry units are best placed to deliver this resourcing and equipping and we will provide bespoke help to resource this.



From Autumn 2023, anyone will be able to choose from a menu of optional units and modules designed to resource and equip all lay ministers whatever their role and in whatever ministry sector they feel called to. The menu will include a dynamic range of topics designed to meet the needs of our diocese and to enable all parishes to Live Christ's Story where they are. These will include areas such as rural ministry, ministry with families, engaging with those on the margins, preaching and much, much more.

***Please note:**
Authorisation for Eucharistic Ministers (those who would like to assist at the Eucharist or take communion to the housebound, those in residential homes etc.) will remain the responsibility of your Bishop.



AUTHORISED LAY MINISTRY

Authorised Lay Ministers (ALMs) are lay people active in church life, who have a particular gifting, vocation or calling to lay ministry, such as those called to work collaboratively alongside their wider ministry teams with a focus on growing, nurturing and serving the wider parish community.

ALM is new to the Diocese of York, but similar schemes exist in various forms in other dioceses. Our ALMs will engage in ten months of deep and rich discernment and formation through **The Deepening Discipleship Project** in order to be authorised at a diocesan level. New ALMs will be authorised for **three years** after which they will be eligible for **re-authorising** (see guidance notes on next page).



Authorised Lay Ministers are those who feel called to serve their local church context as part of a collaborative ministry team. This might include things like leading pilgrimages, Children's or Families Ministry, village chaplaincy, digital worship or leading worship such as Café Church, Christingle or Pet services.

Authorised Ministry Formation begins with **The Deepening Discipleship Project** and **Safeguarding training**. After this, Authorised Lay Ministers will be authorised in a Celebration of Lay Ministries Service at York Minster and will join a learning community with other ALMs from around the diocese. There will be ongoing formation through access to the menu of units and courses available through the informal lay ministries programme (see page 4). ALMs will **not** be asked to specify a ministry sector.



**THE DEEPENING
DISCIPLESHIP PROJECT**
Growing like Jesus where you are

AUTHORISED LAY MINISTER GUIDANCE



How will Authorised Lay Ministers be formed?

Formation begins with **The Deepening Discipleship Project** which is an accompanied learning community and will involve:

- dispersed local formation through ministry development projects and mentoring
- online local formation groups where ministers can reflect on their ministry development projects
- three gathered sessions spread across the year.

They must also complete/update their **Safeguarding training before authorisation.**

What happens after authorisation?

There will be ongoing formation through access to the menu of units and courses available through the informal lay ministries programme (see page 4). New ALMs will be authorised for **three years** after which they will be eligible for re-authorising providing they have the support of their ministry unit, have engaged in ongoing formation and have updated their safeguarding training.

What support do churches need to offer?

The new lay ministries formation pathways will be **free**. PCCs/Sponsoring churches will need to enable participants to access the learning community by:

- supporting the candidate's call to ALM ministry by being part of their discernment journey
- providing an appropriate mentor in context who can walk alongside the ALM candidate
- providing financial support (such as reimbursing travel expenses, ongoing digital costs, supporting purchases for missional activities etc.)
- negotiating a working agreement (in place by the point of licensing) to outline how the minister will be deployed and supported after licensing.

As part of the Lay Ministry Renewal process, the designation 'RPA' will cease to exist from September 2023. All RPAs have been contacted to explain the process and have been given a copy of the document on the next page. As part of this process, RPAs will need to ensure their Safeguarding training is up-to-date, but no other training will be required. For further details please speak to your RPAs or email layministry@yorkdiocese.org

Lay Ministry

RENEWAL

HOW DOES IT AFFECT ME?

RECOGNISED PARISH ASSISTANTS (RPA)

"RPAs have served faithfully in this Diocese for a number of years and though their roles and authorisation is changing, their ministry is no less important. I hope all RPAs will consider joining the new and exciting Authorised Lay Ministry programme which is key to reinvigorating Lay Ministry in the Diocese of York."

Archbishop Stephen Cottrell



Migration to Authorised Lay Ministry

We deeply value the ministry of RPAs in our Diocese. In order to provide more coherence to our Lay Ministry resourcing and to ensure appropriate guardianship and support, RPAs will move across to the Authorised Lay Ministry Pathway by Autumn 2023. From Autumn 2023 the designation Recognised Parish Assistant will no longer exist in the Diocese of York. Follow our easy 5 step plan to convert to Authorised Lay Ministry:



Support

We are here for you in your move from RPA to the Authorised Lay Ministry Pathway. The process begins with your own local ministry team. Our Diocesan Safeguarding Team are here to help. We have also begun to gather a Lay Ministry Encouragers Community who can walk with you on this journey. For more details, contact us.

*if you have not already done so, you will need to do Safeguarding Basic, Foundation, Leadership and Domestic Abuse



LICENSED LAY MINISTER (READER)



Licensed Lay Ministers (Readers) are lay people who represent the church in a public, representative or leadership role.

An LLM (Reader) is a lay person who, following a call from God, is trained and licensed by the Anglican Church to teach the faith, enable mission and lead in church and society.

Licensed Lay Ministers (Readers) are involved in four main areas of ministry; Teaching the Faith, Enabling Mission, Leading in Church and Society and mentoring others. LLM (Reader) Formation from Autumn 2023 will begin with The Deepening Discipleship Project, followed by a year of compulsory modules and further practical experience and mentoring.



At the end of this LLMs (Readers) will be Licensed by the Archbishop and enter into this historic and dynamic ministry. After Licensing, LLMs will be required to continue with an IME2 programme including joining others in choosing from a menu of optional units and modules (see page 3).

Many LLM (Readers) will go on to mentor others on their ministry journey through out intentional support network. This network will support all of our Lay Ministry Formation programmes both spiritually and operationally. If you feel you would like to be involved in this provision or have someone you would like to recommend then do please get in touch.



LICENSED LAY MINISTER (READER) GUIDANCE



How will Licensed Lay Ministers be formed?

- Formation for LLM (Reader) begins with **The Deepening Discipleship Project (see p10)**.
- Part way through this candidates for LLM (Reader) Ministry will begin their accompanied discernment process.
- This will be followed by one-year of compulsory modules designed to go deeper into preparing candidates for this dynamic ministry. This completes candidates' IME1.
- **Licensing will happen at the end of this IME1 phase (so after 2 years of formation).**

What happens after licensing?

A comprehensive **IME2 programme** will commence after licensing including pastoral support. New LLMs (Reader) will be licensed after which they will engage in a ministry development review every **three years** which will include discussions about whether they have engaged in the IME2 formation programme and kept their safeguarding training up to date.

What support do churches need to offer?

The new lay ministries formation pathways will be **free**.

PCCs/Sponsoring churches will need to enable participants to access the learning community by:

- supporting the candidate's call to LLM ministry by being part of their discernment journey
- providing an **appropriate mentor** in context who can walk alongside the LLM candidate
- providing **financial** support (such as reimbursing travel expenses, ongoing digital costs, supporting purchases for missional activities etc.)
- negotiating a **working agreement** (in place by the point of licensing) to outline how the minister will be deployed and supported after licensing.

Will the ministry of LLM (Readers) change?

We passionately believe in Licensed Lay Ministry. As such we are seeking to reinvigorate this historic ministry rather than altering it significantly. Many of our LLMs already inhabit a representative leadership role and mentor others and we hope more will feel affirmed in this calling. More details can be found on the document on the next page.

Lay Ministry

RENEWAL



HOW DOES IT AFFECT ME? READER MINISTRY

"I deeply value the ministry of each Reader; it is such a vital lay ministry. I hope that Readers across the York diocese will join me in embracing these exciting developments and pray that new life is breathed into this important ministry."

Archbishop Stephen Cottrell



Reinvigorating Reader Ministry

We seek to reinvigorate this important ministry by focusing it around four main ministerial functions:

- Being a leader in church and society
- Being a preacher
- Being an enabler of mission
- Mentoring other Lay Ministers

Name change

From Autumn 2023 Readers in the diocese will be known as **Licensed Lay Minister (Reader)**, or **LLM (Reader)** for short. This will apply to all Readers, including those who have Permission to Officiate who will be known as **PTO (Reader)**. This is in line with national church policy.

Discernment and Formation

From Autumn 2023 the discernment and formation pathways for LLM (Reader) will be different. LLM (Readers) will begin their formation with *The Deepening Discipleship Project* along with Authorised Lay Ministers. While this does not affect LLM (Readers) who are already Licensed or hold PTO we hope that you will join with us in encouraging other Lay Ministers coming forward for this ministry.



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THE DEEPENING DISCIPLESHIP PROJECT

He handed out gifts of apostle, prophet, evangelist, and pastor-teacher to train Christ's followers in skilled servant work, working within Christ's body, the church, until we're all moving rhythmically and easily with each other, efficient and graceful in response to God's Son, fully mature adults, fully developed within and without, fully alive like Christ.

*Ephesians
4.11-13
(The Message)*



The Deepening Discipleship Project is a new accompanied learning community beginning in **September 2023** to support the growth and development of the ministry of God's people in local churches across our Diocese.

This learning community is the first step for those who are interested in developing their ministry and would like to explore their calling to either:

- **Licensed Lay Minister (Reader)**
- **Authorised Lay Minister**

If you are exploring a call to ordained ministry speak to our Diocesan Vocations Team as this learning community may be ideal for you too.

10 months
Space to explore your calling and gifts



Mentoring in Context



Online Local Formation Groups



Structured Practical Tasks



Three one-day gathered retreats

On successful completion of The Deepening Discipleship Project and your Safeguarding Training you will be eligible to be authorised in a Celebration of Lay Ministries Service.

Ongoing Learning and Support

After authorisation you will be welcome to join a number of **optional modules** (which will be open to anyone). If you wish to go on to Licensed Lay Ministry (Reader) then there will be 10 months of compulsory modules to complete before licensing.



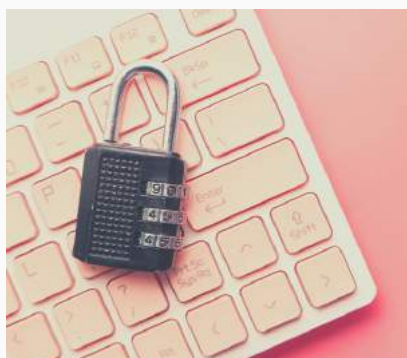
**THE DEEPENING
DISCIPLESHIP PROJECT**

Growing like Jesus where you are



SAFEGUARD

Safeguarding means the action the Church takes to promote a safer culture. This means we will promote the welfare of children, young people and adults, work to prevent abuse from occurring, seek to protect those who are at risk of being abused and respond well to those who have been abused. We will take care to identify where a person may present a risk to others, and offer support to them whilst taking steps to mitigate such risks.



The Diocese of York works within national guidelines to ensure that all ministers undertake appropriate safeguarding training and checks. For more detail speak to the Safeguarding Team.

In 2021 the Learning and Development Framework* introduced a **new approach**.

A summary of who needs to take which of the modules can be found on the diocesan website, but as a rule of thumb:

- **Everyone** involved in ministry must complete the **Basic** and **Foundation** courses*. These courses are online.
- Those offering for Authorised Lay Ministry, Licensed Lay Ministry and some Mustard Seed and Multiply Ministers must also complete the **Leadership** and **Domestic Abuse** modules.

Please note: *Basic and Foundation have replaced C0 and C1. All lay ministers will be expected to update to these courses.

The Diocese of York is part of the Church of England, whose Archbishops, Bishops, clergy and leaders are committed to safeguarding as an integral part of the life and ministry of the Church.



The Safeguarding Team are working hard to ensure that the appropriate training is accessible to all. Please do contact them if you have any questions. For further details please email safeguarding@yorkdiocese.org