Lay Licenses – Guidelines and Forms
for Title III, Canon 4: Licensed Ministries

Sec. 1 For the purpose of licensed ministries, a “confirmed communicant in good standing” is one who attends church at least once a month and makes regular contributions (a financial pledge is not required nor a set amount). Baptized but not confirmed persons who meet the above criteria may be considered.

Sec. 2 (a) A new license will be issued for one year. Renewed licenses will be given for five years.

Sec. 2 (b) The parish priest determines the performance and continuing education of those whose licenses s/he requests. In addition to training within the parish, deaneries could offer training on a regional basis.

Sec. 3 Pastoral Leader. This position is unique and rare outside of Total Ministry. The Bishop will determine competency and may require on-going education. It is desirable that the person have knowledge of Holy Scriptures, the Book of Common Prayer and Hymnal, conduct of public worship, use of the voice, Church History, the Church’s doctrine as set forth in the Creeds and An Outline of the Faith, parish administration, appropriate canons and Pastoral Care.

Sec. 4 Worship Leader. The Worship Leader is similar to the old Lay Reader designation. At the rector’s request, or if there is no rector, at the bishop’s request, this person fills in for his/her rector when s/he is absent and conducts Morning Prayer at the Sunday service and may conduct other services which the Prayer Book allows. In addition, at the request of the rector, s/he may conduct weekday services of Morning and Evening Prayer. This license does not authorize the holder to distribute communion as a Eucharistic Minister or Eucharistic Visitor.

Sec. 5 Preacher. Occasional preachers do not need a license. The licensed preacher only preaches when invited to do so by the rector or priest-in-charge. Competency will be determined by the bishop and parish priest, if there is one, before being licensed. Areas of training would include Holy Scriptures, the Book of Common Prayer and Hymnal, conduct of public worship, use of the voice, Church History, Christian Ethics and Moral Theology, the Church’s doctrine as set forth in the Creeds and An Outline of the Faith, appropriate canons, Pastoral Care and Homiletics.

Sec. 6 Eucharistic Minister. Training can be done in the parish or in deaneries. They act under the direction of a deacon, if there is one in the parish. If not, then under the direction of the rector or priest-in-charge.

Sec. 7 Eucharistic Visitor. Training can be done in the parish or in deaneries and should include pastoral sensitivity since they are visiting in parishioners’ homes. They act under the direction of a deacon, if there is one in the parish. If not, then under the direction of the rector or priest-in-charge.
Sec. 8 **Catechist.** Competency is determined by the parish priest and before being licensed. If there is no priest, then by the bishop. Training can be done in the parish, in deaneries and through courses offered in the Bishop’s School. The Christian Education Consultant is a resource in providing help with the method of Catechesis. Areas of training would include Holy Scriptures, the Book of Common Prayer and Hymnal, Church History, the Church’s doctrine as set forth in the Creeds and An Outline of the Faith and the method of Catechesis.
Licensed Ministries (NEW)

Request for a new license (1 year)
(Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, Catechist)

1. The ministry for which you seek a new license______________________________.

2. The names of the individuals for whom you seek a license. (Please type or print)

3. Training they have received.

4. Training they still need.

5. What continuing education do you plan for this license holder?

Rector or priest-in-charge

Parish

Date

Rev. 5/1/2012
Licensed Ministries (Renew)

Request for a license renewal (5 years)
(Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, Catechist)

1. The ministry for which you seek a license renewal ______________________________.

2. The names of the individuals for whom you seek a license renewal. (Please type or print)

3. Training/education they have received.

Rector or priest-in-charge

Parish

Date

Rev. 5/1/2012