

SECTION 3 - Personnel

Origin: TOTP Administration Committee

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3.7 Duties of Incumbent/Ministry Developer

The Incumbent/Ministry Developer holds his/her position by license of the Bishop after consultation with the Bishop's personnel commission. The duties of the Incumbent/Ministry Developer are painted in broad strokes in the paragraphs below from the ordination service and the service celebrating a new ministry. There is a strong emphasis on preaching, teaching, and giving leadership to worship.

The responsibility to administer the parish does not lie with the Incumbent/Ministry Developer alone, as by policy, canon and custom, specific responsibilities are handed to wardens and others. When there is no Incumbent/Ministry Developer the wardens are directly responsible for the life of the parish in consultation with the Bishop until such time as there may be appointed a priest-in-charge.

THE EXAMINATION FROM THE ORDINATION SERVICE IN THE BOOK OF ALTERNATIVE SERVICES

All are seated except the Ordinand who stands before the Bishop.

Bishop: The Church is the family of God, the body of Christ, and the temple of the Holy Spirit. All baptized people are called to make Christ known as Saviour and Lord, and to share in the renewing of his world. Now you are called to work as pastor, priest, and teacher, together with your Bishop and other presbyters, and to take your share in the councils of the Church.

As a priest it will be your task to proclaim by word and deed the gospel of Jesus Christ, and to fashion your life in accordance with its precepts. You are to love and serve the people among whom you work, caring alike for young and old, strong and weak, rich and poor. You are to preach, to declare God's forgiveness to penitent sinners, to pronounce God's blessing, to preside at the administration of holy baptism and at the celebration of the mysteries of Christ's body and blood, and to perform the other ministrations entrusted to you. In all that you do, you are to nourish Christ's people from the riches of his grace, and strengthen them to glorify God in this life and in the life to come.

N, do you believe that you are truly called by God and the Church to this priesthood?

Answer: I believe I am so called.

Bishop: Do you now in the presence of the Church commit yourself to this trust and responsibility?

Answer: I do.

Bishop: Will you respect and be guided by the pastoral direction and leadership of your Bishop?

Answer: I will.

Bishop: Will you be diligent in the reading and study of the Holy Scriptures, and in seeking the knowledge of such things as may make you a stronger and more able minister of Christ?

Answer: I will.

Bishop: Will you endeavour so to minister the word of God and the sacraments of the new covenant, that the reconciling love of Christ may be known and received?

Answer: I will.

Bishop: Will you undertake to be a faithful pastor to all whom you are called to serve, labouring together with them to build up the family of God?

Answer: I will.

Bishop: Will you do your best to pattern your life in accordance with the teachings of Christ, so that you may be a wholesome example to your people?

Answer: I will.

Bishop: Will you persevere in prayer, both in public and in private, asking God's grace, both for yourself and for others, and offering all your labours to God, through the mediation of Jesus Christ, and in the sanctification of the Holy Spirit?

Answer: I will.

Bishop: May the Lord who has given you the will to do these things give you the grace and power to perform them.

Answer: Amen.

DUTIES OF THE INCUMBENT/MINISTRY DEVELOPER

DECLARATION (*From the Diocesan Celebration of New Ministry*)

The symbolic gifts of chalice, bible and canons are brought forward.

Lay Minister of Word and Sacrament:

On behalf of this congregation I present you with this chalice as a symbol of your sacramental ministry in our community. Be among us as one who calls us into and out of holy places, and as a sign of the healing power and presence of God.

Incumbent: I thank you for this symbol of the sacramental life we share and I pledge to you that I will at all times, and to the best of my ability, declare God's forgiveness to all who seek it, pronounce God's blessing upon all that desire it and that I will preside at the administration of holy baptism and at the celebration of the mysteries of Christ's body and blood with the care and reverence appropriate to the worship of almighty God.

Reader: On behalf of this congregation I present you with this bible as a symbol of your responsibility to preach the word of God in this place. Be among us as a teacher of the faith.

Incumbent/Ministry Developer: I thank you for this symbol of God's holy word and I pledge to you that I will at all times, and to the best of my ability, apply myself to the diligent reading and study of Holy Scripture, to lend instruction to all who seek it and to preach the love and mercy of God in Jesus Christ.

Chair, Parish Council (Church Committee):

On behalf of this congregation I present you with this copy of the canons of this Church and TOTP polices as a symbol of your responsibility to administer the affairs of this parish. Be among us as one who is dedicated to the building up of this community and the stewardship of our resources.

Incumbent/Ministry Developer: I thank you for this symbol of the leadership that you entrust in me and I pledge to you that I will at all times, and to the best of my ability, administer the affairs of this parish with honesty and integrity and that I will strive to do so with wisdom, humility, discernment and good humour.

THE INCUMBENT'S/MINISTRY DEVELOPER'S DUTIES: (An Interpretation)

When there is no Incumbent/Ministry Developer, the wardens, in consultation with the Bishop, are responsible for the growth, mission and service of the parish. An Incumbent/Ministry Developer is appointed by the Bishop in consultation with the Bishop's personnel commission. This committee is made up of persons from the parish chosen by the Bishop from nominations given to him/her by the church committee.

The Incumbent/Ministry Developer acts in the parish by license from the Bishop and then becomes the person with whom the wardens consult re: the growth, mission and service of the parish. It is the Incumbent's/Ministry Developer's responsibility to help create, have and hold a vision for the parish which fits into the vision of the diocese. He/she is, in consultation with the Bishop, to present the vision and call of our Lord Jesus Christ bringing his good news to the bad news of the world and to create a worshipping community that is committed to the service of the world and that heals and strengthens the ministry of every member of the fellowship of the baptized in the world.

The Incumbent/Ministry Developer is to give leadership to worship. By policy he/she is primarily responsible for music. He/she is to oversee the maintenance of sacramental ministries. The Incumbent/Ministry Developer oversees the training and licensing of lay ministers of word and sacrament, communion assistants, readers and intercessors.

As a teacher of the faith, the Incumbent/Ministry Developer will participate in and oversee the preparation for baptism, first communion, confirmation, and marriage, calling others to assist in this ministry. As a teacher of the faith, the Incumbent/Ministry Developer will participate in and oversee the making and nurturing of new Christians and the growth in understanding and commitment of all the baptized, inviting and helping others to partake responsibly in this ministry.

He/she will participate in and oversee the pastoral care of parish members including the training of visitors for the sick, the shut-in, the grieving and those in crisis situations. The Incumbent/Ministry Developer takes his or her place in the governance of the local parish both as a member of the church committee and as resource person and spiritual director encouraging members of the committee to fulfil their ministries to the congregation and the world.

It is the responsibility of the Incumbent/Ministry Developer to participate in and to oversee the proclamation of the faith in preaching and the teaching of the parish to ensure every parish member can share their faith with others. It is his/her responsibility to create an ambience in which people feel their gifts are valued and there is freedom and encouragement to use them in the service of their Lord in the church and in the world.