



## FAQ's Licensed Leaders

August 1, 2024

### Who developed this new process, with the core competencies?

- The bishop with the Commission on Ministry (COM).

### Why is the process changing?

- *Call* (affirming and taking seriously a person's call to this ministry)
- *Confidence* (education, training, and formation that allows the minister to feel confidence in exercising their call)
- *Competence* (enabling everyone with a call to gain the skills and knowledge needed to do this ministry well)
- *Consistency* (provide a standard across the diocese for well-formed and trained ministers who have a solid base of shared knowledge and perspective)

### What is changing?

- The expectations around competencies, skills, training and role and responsibilities are now clearly articulated.
- The application process is now online with a backup paper copy process for those who do not have access to a computer and the internet.
- The online process will allow the diocese to know, celebrate, and manage the diocesan records of licensure, including where the ministers are serving.
- Becoming Beloved Community training is required.
- SafeChurch certification is either strongly encouraged or required (based on the specific license).
- The rector or bishop's designee attests to the success of the minister achieving the core competencies.
- There is a clearer sense of roles and responsibilities, both in the expansive role that can be exercised by the licensed minister and the appropriate boundaries of the specific license.

### Why are core competencies now required?

- The Bishop and the COM are looking for consistency of formation, with the assurance of well-trained people ministering in the congregations.

- The Bishop and the COM are interested in enlisting, encouraging, and equipping lay members to live fully into their calling of serving their parish.
- The Bishop and the COM want to provide pastoral care to all licensed leaders so that they feel fully equipped to perform the roles requested of them.

**Which licensed ministries are affected?**

- Licensed Eucharistic Minister
- Licensed Eucharistic Visitor
- Licensed Evangelist
- Licensed Preacher
- Licensed Worship Leader

**Why are these the only lay ministries featured?**

- These are the ones we started with in this process. We are still developing competencies for other canonically required licenses.

**Are there any licensed ministries not yet under this process? Yes.**

- Licensed Pastoral Leader
- Licensed Catechist

**What if someone feels called to one of the licenses not already developed?**

- Make an appointment to speak with our bishop.

**Where can I find a full explanation of the process and requirements?**

- On the Diocesan website ([www.diocesecpa.org](http://www.diocesecpa.org)) on the COM home page, under licensed ministry.
- A paper copy of the process and requirements has been sent to each congregation.

**Where are the application forms located?**

- A link to the application will be found on the COM page of the diocesan website.
- A link to the application will also be found in the booklet describing this new process in the COM section of the diocesan website.

**Why is the application process now available online?**

- The online application makes it easier for everyone, the people completing it (the applicant and the clergy) and the people filing and recording in the diocesan office.

**Do I have to do this?** Yes. This is now the diocesan requirement.

**How long is the license good for?** 3 years.

**When do I apply for a renewal of the license?**

- You apply for the renewal of your current license 60 days before the end of the license.
- This requires the clergy's or bishop's designee's approval/endorsement.

**Is there a continuing education requirement?**

- We understand that formation is a life-long process and everyone licensed is encouraged to continue to be formed, either in the parish through formation events, experiences, and/or the SSFM courses. In the renewal process, you will be asked to list how you have grown in your understanding and exercise of your ministry in the past 3 years.

**If leader is already licensed – does that license still “count”?**

- If the licensed leader is currently licensed with any of these licenses (Preacher, Evangelist, Worship Leader, Eucharistic Minister, Eucharistic Visitor), they may continue to serve in this capacity, until the time comes for the renewal of their license.
- At that time, they will need to meet the established requirements.

**Does this license allow the licensed minister to exercise their ministry anywhere in the diocese?**

- No, the license allows the person to exercise their ministry in their home parish alone, unless they are invited by a clergy person in another parish to exercise their ministry in that parish and then **only** with the bishop's permission.

**If a licensed minister changes parishes, does their license transfer to that parish?**

- Not necessarily. The clergy person of the new parish must approve the license and notify the diocese of the change of parish.

**What do I do if my church has no rector?**

- Contact the Bishop who will designate a clergyperson to work with you and oversee your process.

**If someone is licensed from another denomination (such as Lutheran), does that license transfer automatically to our Episcopal parish?**

- No. The clergy of the Episcopal parish must either approve the minister's formation and experience—call, confidence, competency, and consistency and request a license from the diocese or begin a new licensing procedure with a formation program that will meet the core competencies.

**What can the clergy be doing to support the licensed leaders in their parish?**

- Have a file with all the licenses and training certificates (SafeChurch) and background checks.
- Meet regularly to discuss with licensed leaders their continued formation.
- Plan for renewal preparation.
- Identify members of the parish who may have a calling to licensed ministry and encourage their path toward licensed ministry.