



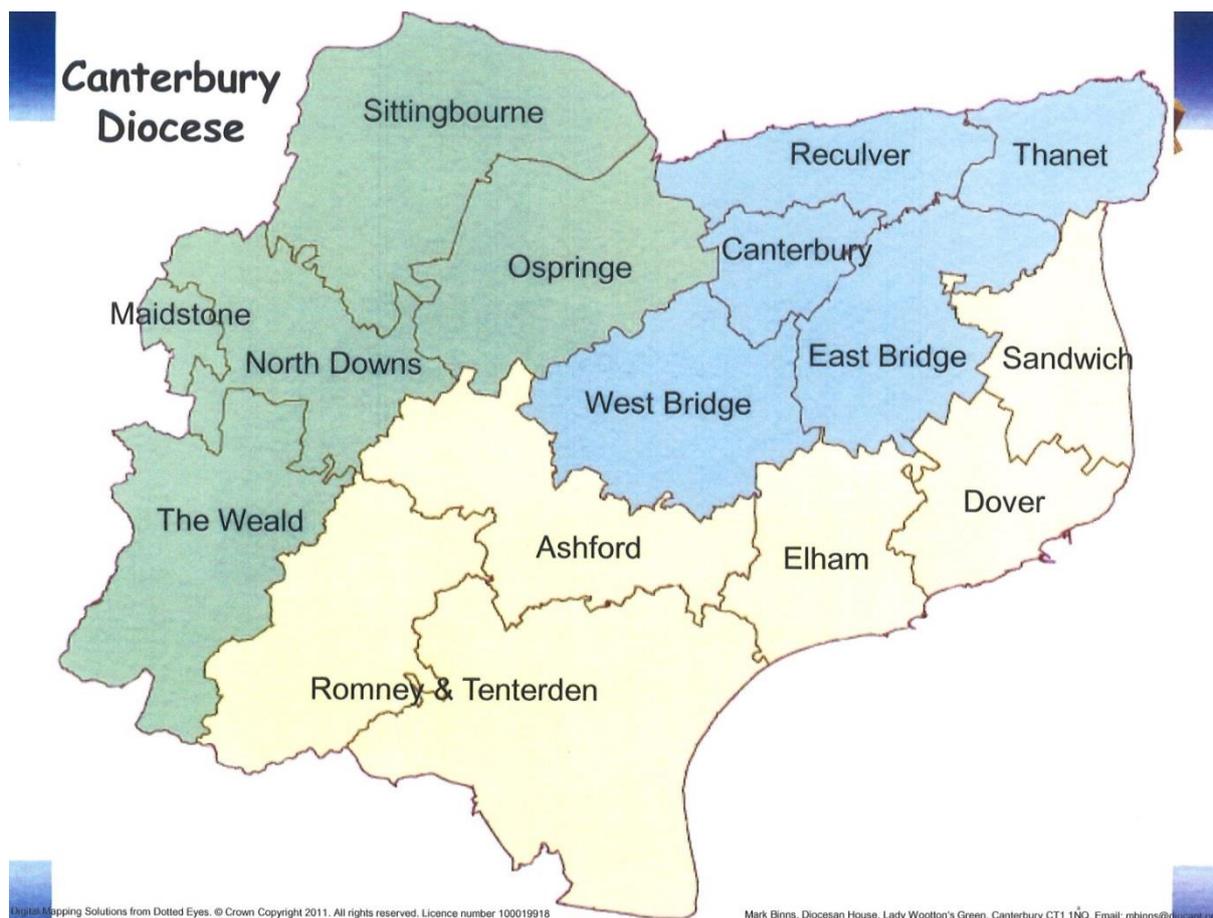
www.canterburydiocese.org

READER MINISTRY HANDBOOK



Revised November 2019

(Amended 16 February 2021)



Welcome

This handbook contains information about the ministry of Readers as Licensed Lay Ministers within the Church of England and how Readers work alongside other colleagues in ministry within the Diocese of Canterbury. It is intended as a guide for clergy and Readers as well as being helpful to anyone exploring a vocation to Reader ministry.

Since March 2020 some of these guidelines and processes may be varied and adapted as a consequence of current covid-19 restrictions.

Reader webpage - <https://www.canterburydiocese.org/readers/>

Please feel free to contact me for further information, guidance or advice.

Nigel Collins

Warden of Readers for the Diocese of Canterbury

Tel: 01227 459401 Email: ncollins@diocant.org

Diocesan House, Lady Wootton's Green, Canterbury CT1 1NQ

Amendments were made to paragraphs 2.2, 6.2 and 7.3 on 27 January 2020; to paragraph 3.2 on 4 March 2020; and to paragraphs 2.1, 6.2 and 7.3 on 14 September 2020; to formatting, the welcome, paragraphs 2.1, 3.2, 6.2, 7.2 and 7.9 on 16 February 2021

CONTENTS	Page
1. Reader ministry	5
1.1. Readers in our Diocese	5
1.2. What are Readers?	5
1.3. Training	5
1.4. Being Called to Licensed Lay Ministry in the Church of England	5
2. Discernment and Selection	6
2.1. The Initial Discernment Process	6
2.2. The Discernment Panel	7
3. Ministry Training and Formation	7
3.1. Initial Ministerial and Formational Training	7
3.2. Post Licensing Formation	8
4. Becoming a Reader	8
4.1 Admission and Licensing	8
4.2 New Readers Residential weekend	8
4.3 What do Readers wear?	9
5. Reader Licences	9
5.1 The Bishop's Licence	9
5.2 Surrendering of Licences	9
5.3 Permission to Officiate (PTO)	9
6. Good practice, policies and procedures	9
6.1 Annual Celebration of Reader Ministry service	9
6.2 Safeguarding	10
6.3 Spiritual Accompaniment	10
6.4 Ministerial Development and Review for Readers	11
6.4.1 Ministry Agreement	11
6.4.2 Annual Ministerial Development and Review	11
6.5 Continuing Ministerial Development (CMD)	11
6.6 Funeral Ministry	12
6.7 Finance, Fees and Expenses	12
6.8 The Wider Ministry of Readers	12
6.8.1 Requests to minister in another benefice	12
6.8.2 Requests to minister in another diocese	12
6.8.3 Requests to minister in churches of other denominations	13
6.8.4 Requests to recognise lay ministers from other denominations	13
6.9 Taking a Ministry Break	13

6.10 During a Vacancy	13
6.11 Retiring from Active Ministry	13
6.12 Moving Home and Transferring of Reader Ministry	14
6.12.1. Moving home	14
6.12.2 Transferring from another diocese	14
6.12.3 Transferring to another benefice in the diocese	14
6.12.4 Transferring to another diocese	14
6.12 How to Resign your Licence or Permission to Officiate	14
7. Diocesan Network of Readers	14
7.1 Warden of Readers	14
7.2 Assistant Wardens	15
7.3 Deanery Reader Representatives	15
7.4 Reader Vocations Advisers	15
7.5 Reader Tutorial Group Leaders	16
7.6 Reader Ministry Resource Group	16
7.7 Annual Networking Day	16
7.8 Annual Quiet Day	16
7.9 The Central Readers Council (CRC) – <i>Transforming Ministry</i>	16
8. Resources: Books, papers and reports	17

1. Reader ministry

1.1. Readers in our Diocese

Readers play an important role in the public ministry of the Church by leading worship, teaching and preaching, as well as in a wide range of missional and pastoral contexts. As theologically trained lay people they offer a ministry within the church and to the wider community; and are well placed to encourage people in their everyday faith.

1.2. What are Readers?

The office of Reader in the Church of England is governed by canon law¹; Readers are:

- Called by God to a ministry of the Word
- Licensed by the Bishop to exercise a public and representative lay ministry in Church and the wider community
- Theologically trained and equipped as:
 - teachers of the faith
 - enablers of mission in the everyday
 - leaders in church and community

The ministry of individual Readers varies according to their individual gifting and mission context. Whilst most Readers minister collaboratively as part of a team of lay and ordained ministers some work very much on the margins of society sharing God's love and message of hope to those who may not yet know it.

Some Readers are also trained and authorised for funeral ministry.

1.3. Training

Initial ministerial and formational training consists of a two-year Licensed Lay Ministry course. The course is delivered by St Augustine's College of Theology and leads to a Certificate in Theology and Mission awarded by Durham University² as part of Common Awards. Ministerial formation continues post licensing under the oversight of the Warden of Readers. See section 3 below for more details.

As lifelong learners Readers are encouraged to participate in continued ministerial development (CMD), see section 6.6 below for more details.

1.4. Being Called to Licensed Lay Ministry in the Church of England

To be considered for this ministry a candidate must be a baptised, confirmed and a regular communicant of the Church of England.

Reader ministry is nationally recognised and transferable within the Church of England, the Church in Wales, and in some other dioceses and provinces of the Anglican Communion. This distinguishes Readers from other locally recognised forms of lay ministry, such as that of authorised lay ministers (ALMs), chaplains, pastoral assistants and 'lay' lay leaders.

¹ The canons directly relating to Readers are E4, E5 and E6, the latest edition can be found at: <https://www.churchofengland.org/more/policy-and-thinking/canons-church-england>

² Students train alongside Chichester and Southwark diocesan trainee Readers as well as ordinands and independent students.

Being able to articulate a sense of calling to a 'licensed' lay ministry rather than a call to recognised local lay ministry is an important aspect of the discernment process.

2. Discernment and Selection

2.1 The Initial Discernment Process (amended 16 February 2021)

To discern a calling and vocation to Reader ministry, prospective Readers are encouraged to:

- talk to their incumbent or local priest, other Readers and members of their congregation
- talk with the Warden of Readers or one of the Diocesan Vocations team:
 - Nigel Collins, Warden of Readers
Tel: 01227 459401, email: ncollins@diocant.org
 - Revd Jon Marlow, Vocations Officer/ Director of Ordinands
Tel: 01227 459401, email: jmarlow@diocant.org
- consider exploring your sense of calling through one of these avenues:
 - *Deepening Discipleship*³ – an eight session course which enables participants to explore their own journey of discipleship and their own unique calling
 - *Here I am*⁴ – an opportunity for participants to reflect on their own unique sense of calling
 - *Come and See*⁵ – an evening for anyone who wants to find out more about Reader ministry

Please contact the Warden of Readers in order to take the process forward; he will:

- Arrange for a Discernment meeting to take place between the candidate, the incumbent (or local priest), and a Reader Vocations Adviser
 - the purpose of the meeting is to reflect on what a call to licensed lay ministry might look like both for the candidate and for the parish/ministry context; as well as to answer any questions
 - the outcome of the meeting is to come to a mutual decision about whether to make a formal application
- Invite the candidate to attend a discernment panel if appropriate.

The application pack includes:

- Application form⁶ – to be completed by the candidate
- Nomination form – to be completed by the incumbent⁷ and sponsoring PCC/s

³ Book through Marianne Hambrook, the Development Training Events Coordinator
mhambrook@diocant.org

⁴ Book through the Vocations Officer/team

⁵ Book through the Warden of Readers

⁶ Applicants will also be asked for a CV, Reflection on their spiritual journey as well as evidence of baptism and confirmation.

⁷ The incumbent will also be asked to provide a reference for the candidate.

2.2 The Discernment Panel *(amended 27 January 2020)*

Before attending the Discernment Panel candidates are required to have completed a DBS and awareness/foundation safeguarding modules (see section 6.2 for more details).

The Discernment Panel normally takes place annually in June/July at Diocesan House, in Canterbury. The main purpose of the panel is to consider whether the candidate is being called to a nationally governed 'licensed' lay ministry in the Church rather than to locally 'recognised' lay ministry or something else.

The National Selection criteria are currently under review, and a new discernment framework for lay and ordained ministry is being developed. The panel will be looking for:

- discipleship – someone who is an active disciple seeking to grow more Christ-like as they mature in the faith; this will include a commitment to individual bible study and prayer whilst being rooted in a local worshipping community
- calling – someone who clearly feels called by God to serve in the church and wider community as a 'commissioned' lay minister; this calling will have been affirmed by the local church
- encourager – someone who encourages others to grow in their discipleship and strives to make new disciples
- potential – someone who has the potential for growth as their discipleship becomes shaped by their calling and formation as a lay minister
- capacity – someone who has the capacity to undertake the academic study and formational training

It is important to note that the panel isn't looking for the 'finished article' at this stage.

The Bishop makes the final decision about whether to recommend a candidate for training. If recommended, the course begins in September.

3. Ministry Training and Formation

A brief introduction can be found at section 1.3 above.

3.1 Initial Ministerial and Formational Training *(amended 4 March 2020)*

The Licensed Lay Ministry course is delivered by the St Augustine's College of Theology and consists of two elements:

- Core modules (evening classes or teaching days plus an annual Saturday school):
 - Introduction to Biblical Studies
 - Introduction to Church History
 - Introduction to Spirituality and Discipleship
 - Introduction to Christian Worship
 - Introduction to Christian Doctrine
 - Using the Bible Today
- Reader-specific training (Residential weekend and a termly study day):

- Formation for Reader ministry
- Foundations for Reflective Practice in context (within your own parish/benefice)
- Foundations for Ministry and Worship in context (in another parish/benefice on placement)
- Practical skills (eg for leading worship, preaching, pastoral and mission)

Students also participate in tutorial groups and train alongside candidates from Chichester and Southwark dioceses. Further details are available on request from the Warden of Readers.

3.2 Post Licensing Formation

Following licensing new Readers are required to complete further formational learning under the direction of the Warden of Readers, this includes:

- Action learning⁸ – being part of a supervised training group which assists in the process of transition to licensed lay ministry
- Further study and learning – this involves participating in a range of blended learning modules⁹ aimed at equipping the Reader for missional ministry and leadership in everyday life

The length of post licensing learning will vary according to the individual rather than being pre-determined.

Readers may also participate in diocesan *equipping for ministry* events and CMD. Training for specific areas of ministry is currently available for:

- Funeral ministry
- Anna Chaplaincy

Training for other areas of ministry is under development.

4. Becoming a Reader

4.1 Admission and Licensing

The Admission and Licensing of new Readers normally forms part of the annual Celebration of Reader Ministry service held on a Sunday in September in Canterbury Cathedral (see section 6.1 below for more information). New Readers receive a Certificate of Admission signed by the Bishop which is evidence of their being admitted to the office of Reader in the Church of England. The Bishop's licence gives authority for the Reader to exercise a public ministry in the name of the Church (see section 5 below for more information).

4.2 New Readers Residential Weekend

A residential weekend is held annually at the Cathedral Lodge for those who are to be admitted and licensed in the Cathedral. It includes induction sessions for Readers who are new to the diocese. This normally takes place over the weekend which includes the Celebration of Reader Ministry service.

⁸ the group is facilitated by the warden or an experienced Reader.

⁹ a suite of modules are in the process of being launched by the Central Readers Council. The first module will be online worship and teaching; followed by preaching everyday faith; communicating in the 21st Century; and second chair leadership.

4.3 What do Readers wear?

The formal vesture of a Reader is black cassock, surplice, blue scarf and academic hood (where appropriate). The scarf should be plain and not embroidered or otherwise decorated. This is the correct dress for such occasions when clergy also wear formal vesture (also known as 'choir dress/habit'). Local custom may suggest variations on other occasions, for instance when it is more appropriate for a Reader to wear an alb. The PCC may wish to contribute towards the cost of vestments for their Readers.

Newly admitted Readers are presented with a scarf and Bible by the diocese.

5. Reader Licences

5.1 The Bishop's Licence

Readers are licensed to the deanery in which they serve, emphasising that they are a resource for mission and ministry beyond their local parish or benefice. For incumbents this means that when requested and willing, their Reader should be supported in ministering beyond their parish/benefice when appropriate.

Licences are subject to annual ministerial review (see below) and continue until such time as the Reader moves deanery, leaves the diocese or retires from active ministry. Licences are automatically suspended where mandatory safeguarding requirements are not met.

5.2 Surrendering of Licences

Ill health or other changes in personal circumstances may lead a Reader, after discussion with the Warden and Parish Priest to surrender a licence. Readers must surrender their licence if it is revoked by the Bishop. This is a very rare event and in these circumstances the Reader does have the right of appeal to the Archbishop of York. However, this step should not be taken until the Reader has discussed the issues with the Warden.

5.3 Permission to Officiate (PTO)

Reader regulations state that on reaching the age of 70, a Reader should receive the Bishop's permission to officiate (PTO) rather than a licence. This regulation is no longer applied in the diocese, although there are some Readers who were given PTO in previous years.

PTO may be granted in the following circumstances:

- to grant temporary authority for a Reader who is awaiting licensing at the annual service.
- Where a Reader is licensed in another diocese but also ministers in the Diocese of Canterbury (Readers are not permitted to hold a licence in more than one diocese at the same time).

6. Good practice, policies and procedures

6.1 Annual Celebration of Reader Ministry Service

This service is held annually in the Cathedral and celebrates the breadth of Reader ministry in the diocese. It includes the admission and licensing of new Readers, welcoming Readers moving into the diocese, granting of the title Emeritus and the

re-commissioning of all Readers. The service is open to the public and all Readers are encouraged to attend and bring along members of their local churches.

6.2 Safeguarding *(amended 27 January, 14 September 2020 & 16 February 2021)*

All Readers are required to complete Safeguarding training in line with the national Safeguarding Training and Development Framework as follows:

- Basic Awareness and Safeguarding Foundation online modules – before Selection
- Leadership for Licensed Ministers – all active Readers (those in training are expected to complete this while they undertake the licensed lay ministry course)
- Refresher – all active Readers every 3 years

For course details and booking please see the diocesan website:

www.canterburydiocese.org/safeguarding/training

An enhanced Disclosure and Barring Service (DBS) check against the children and adult barred lists is required for all Readers and those in the discernment process. The DBS check can be completed through the Parish Disclosure Officer (PDO) or by contacting the Diocesan Safeguarding Administrator at safeguarding@diocant.org or 01227 459401. The process is carried out on-line. The DBS certificate is valid for 5 years, a reminder to renew the check is sent to Readers by the Safeguarding Administrator around 3 months before expiry.

Failure to follow these requirements will result in licensing as a Reader being delayed, or existing licences being suspended.

In the event of any Safeguarding concerns please contact one of the Diocesan Safeguarding Advisers immediately:

Fiona Coombs 07548 232395 or fcoombs@diocant.org

Paul Brightwell 07398 009951 or pbrightwell@diocant.org

6.3 Spiritual Accompaniment

Readers are encouraged to have a Spiritual accompanier with whom they meet regularly as it can be a way to:

- identify and trust their own experience of God
- discern and make good choices in everyday life
- share their hopes, struggles and losses
- discern their response to God's call to licensed ministry

Many people find that, at particular points in their ministry, a pattern of reflective companionship can be a significant help. The Diocese has a network of experienced spiritual accompaniers. For help in finding a Spiritual accompanier please contact:

Ashford archdeaconry - Mrs Anna-Stina Ponsford on 07932 165546
annastinaponsford@gmail.com

Canterbury archdeaconry – Revd Lesley Hardy on 01622 833263
lesleyhardy2@mac.com

Maidstone archdeaconry – Revd Robin Williamson on 01622 682959
rhw.williamson@gmail.com

Or visit the Prayer and Discipleship page on the website:
www.canterburydiocese.org/spirituality-and-discipleship

6.4 Ministerial Development and Review (MDR) for Readers

6.4.1 Ministry Agreement

All active Readers are required to have a written ministry agreement between themselves and their incumbent. The purpose of the written agreement is to provide clarity of roles, responsibilities, expectations and supervision between the Reader, incumbent and ministry team/PCC. A copy of the agreement must be sent to the Warden of Readers to be held on file.

Readers in training will have a training agreement with their supervising minister, in preparation for licensing a new ministry agreement should be drawn up to supersede the training agreement.

A template ministry agreement is available from the Reader webpage.

6.4.2 Annual Ministerial Development and Review

An annual ministerial development and review is initiated by the Warden of Readers in January, the purpose is to:

- reflect on the Reader's ministry over the past year
- identify any areas for ministerial development (especially as circumstances and roles change)
- review the ministry agreement (revised copies should be sent to the Warden)

The Reader MDR process consists of two elements:

- **Self-Review** – this should include reflecting on ministry exercised over the past year (using the *Reflection Based on Promises made at Licensing* resource), recording some statistical information¹⁰ and checking personal details. The Reader is responsible for sending the Ministry Report form to the Warden.
- **Ministerial Review meeting of Reader and incumbent** – this should include a discussion about the Reader's ministry over the past year, and identify any areas for ministerial development or changes to the written ministry agreement. The incumbent is responsible for sending the completed Review form back to the Warden.

During an interregnum the Area Dean and Churchwardens share oversight of the parish. In this instance the Reviewer could be another clergy member of the ministry team, a Churchwarden or the Area Dean. Advice is available on request from the Warden.

6.5 Continuing Ministerial Development (CMD)

The diocese arranges centralised CMD events and seminars throughout the year. Unless otherwise advertised, these are available free to ordained and lay ministers alike. Events are published in the regular diocesan mailings, but particularly in the termly *Equipping for ministry* mailing. Regular events include:

- Bishop's Days, Preaching the Lectionary Days

¹⁰ Readers should routinely keep a record of services led, sermons preached, training attended and any other public ministry exercised

- The Creative Mission Forum
- Various workshops and seminars

The *Canterbury Diet* describes a range of expectations and provision for ordained and lay ministers, such as supervision, leadership and management, conflict resolution. The *Canterbury Diet* is well established for clergy and is being extended and developed to include licensed lay ministers such as Readers and lay missionaries.

6.6 Funeral Ministry

This is an important ministry in the life of the Church. Readers who feel called to this ministry undergo specific training in order to gain authorisation. To do this, they need the support of their incumbent who will act as their supervising minister during the training.

There are two pathways to gain authorisation:

- Funeral training for Readers – this is a course run every two years specifically for Readers.
- Funeral and Bereavement for lay Ministers – this is a course run for Readers and experienced worship leaders or pastoral ministers (runs every two years alternately to the course for Readers)

Expressions of interest may be made at any time directly to the Warden of Readers.

Readers who are authorised to conduct funerals are permitted to claim 80% of the CDBF fee element by submitting the appropriate claim form (available from the Diocesan website or Diocesan House). This remuneration is on a casual ad hoc basis and does not constitute an employment relationship between the CDBF and the Reader. It is also the responsibility of the Reader to declare and return to Her Majesty's Revenue & Customs any fee received from the CDBF in respect of the performance of Occasional Offices.

6.7 Finance, Fees and Expenses

Readers offer a voluntary and unpaid ministry, and do not accept a fee for their services. However, they should be reimbursed for travelling and other expenses incurred through the performance of their duties, especially outside their parish/benefice. Car mileage should be reimbursed at the current rate approved as set by the Diocesan Board of Finance (CDBF).

6.8 The Wider Ministry of Readers

6.8.1 Requests to minister in another benefice

The incumbent from another parish/benefice may directly approach a Reader to take a service in their benefice. Out of courtesy the Reader should inform their incumbent of any such request especially if it becomes a regular commitment. They do not require any further authorisation unless the request is from outside the diocese.

If a Reader regularly ministers in more than one benefice or deanery, a ministry agreement should be drawn up which takes these arrangements into account. The Warden of Readers should be informed and sent a copy of the revised ministry agreement.

6.8.2 Requests to minister in another diocese

If a Reader is asked to minister in another diocese they should inform the Warden of Readers and seek the permission of the Bishop where the request was initiated. For a one off request this may simply be approved between the Wardens of Readers acting on behalf of the Bishop.

Requests to regularly minister in another diocese, for example where a Reader is resident in more than one diocese the advice of the Warden of Readers is to be sought. Readers are not permitted to hold a licence in more than one diocese and so PTO may be granted by one of the dioceses involved. Other considerations include safeguarding, ministry agreements, MDR and CMD.

6.8.3 Requests to minister in churches of other denominations

In local ecumenical projects and partnerships (LEPs), Readers may, with the permission of the bishop (given after consultation with the PCC) undertake such duties in the area covered by the project as the bishop may specify.

Readers may accept invitations to take part in services in a church of another denomination to which the Church of England (Ecumenical Relations) Measure 1988 applies provided that the duties they undertake in the services are the same or similar to those they are authorised to perform in the Church of England. Readers should obtain the approval of the incumbent of the parish where the service is to take place or, where they intend to participate regularly in such a service, of the bishop of the diocese and the PCC of the parish where the service is to take place.

6.8.4 Requests to recognise the ministry of a lay minister from other denominations

Local Preachers of other denominations may not become Readers unless they become confirmed members of the Church of England. However, their ministry as a Local Preacher may be given formal recognition by the bishop on an individual basis; requests should be submitted by the incumbent to the Warden of Readers.

6.9 Taking a Ministry Break

There may be times when a Reader wishes to take a temporary break from public ministry; this may be for a variety of reasons. They should discuss and agree this with their incumbent and inform the Warden of Readers.

6.10 During a Vacancy

During a vacancy the Churchwardens and Area Dean share legal responsibility for a parish. It is normal for the ministry of any local Readers to continue during a vacancy under the supervision of, and with the support of, the Area Dean. The Warden of Readers is available to provide advice about Reader ministry to Area Deans or Churchwardens.

6.11 Retiring from Active Ministry

Readers may retire from active ministry at any time, by informing their incumbent and the Warden of Readers. The title Reader Emeritus may be accorded to Readers of any age who wish to step away from a public ministry. It will signal both to the congregation and the wider diocese that the Reader has retired from a public ministry.

Readers Emeriti would not be permitted to exercise the ministry of a Reader, but may be permitted to assist at occasions such as a family or friend's funeral - with the

agreement of the incumbent and Warden of Readers. The link with Reader ministry in the diocese will be maintained where possible and appropriate. However, to avoid any confusion, the names of Readers Emeriti will no longer be listed in the Diocesan Directory.

The title of Reader Emeritus may be formally presented during the annual Celebration of Reader ministry service in the Cathedral or, if the Reader prefers it, locally in the parish/benefice.

6.12 Moving Home and Transferring of Reader Ministry

6.12.1. Moving home

As a courtesy the Warden of Readers should be informed of any change in personal circumstances or contact details at the earliest opportunity.

6.12.2 Transferring from another diocese

When an admitted Reader moves into the diocese they should inform their Warden prior to moving, and then contact the Warden of Readers for this diocese to introduce themselves. The Reader should also contact the incumbent of the parish where he or she intends to worship regularly. After the Reader has worshipped at the new parish for a sufficient period (usually six months), the incumbent should contact the Warden of Readers to request the person be licensed.

As part of the safer recruitment process the Warden will take up references, including from their former Warden of Readers. This is to check whether there is any reason why a new licence should not be given.

6.12.3 Transferring to another benefice in the diocese

When Readers move to another parish within the diocese, they should inform the Warden. After a sufficient settling in period, usually six months, the incumbent of the parish where the Reader worships, in consultation with the Reader and with the agreement of the PCC, should contact the Warden to ask for the Reader to be licensed.

6.12.4 Transferring to another diocese

It is good practice for Readers who are moving to a new area or diocese to contact the Warden concerned as soon as possible and to discuss where they might be usefully deployed. When planning to move away from the diocese, Readers should inform their incumbent and the Warden at the earliest opportunity.

6.13 How to Resign your Licence or Permission to Officiate

There are occasions when a Reader wishes to give up their licence or PTO, for example, when they move home. Readers wishing to surrender their licence or PTO are asked to write to the Warden of Readers, enclosing their licence or PTO for cancellation, and giving the reason for their surrender.

7. Diocesan Network of Readers

7.1 Warden of Readers

On behalf of the Bishop of Dover the Warden of Readers has oversight of all matters relating to Readers in the diocese including policy, practice, planning and pastoral

care. The Warden administers a Facebook group for Readers and those in training: *Canterbury Diocesan Licensed Lay Ministries Group*.

7.2 Assistant Wardens *(amended 16 February 2021)*

The Warden of Readers is supported by three Assistants one in each archdeaconry, their role is to support the Warden in promoting, encouraging and developing the ministry of Readers throughout the diocese. The Archdeaconry Assistant Wardens are:

Ashford	Lynne Watson	lynnewatson3@ntlworld.com
Canterbury	Judith Andrews	judith.andrews68@btinternet.com
Maidstone	Pat Tatchell	tatch@blueyonder.co.uk

They are appointed by the Warden, initially for a three year term of office. A role description is available on request.

7.3 Deanery Reader Representatives *(amended 27 January and 14 September 2020)*

Deanery Reader Representatives (DRRs) are appointed by the Warden to assist in promoting, supporting and developing the ministry of Readers in each deanery. The Warden, Assistant Wardens and DRRs meet on a termly basis. The DRRs are:

Ashford	VACANT
Canterbury	Rosemary Walters
Dover	Lynne Watson
East Bridge	Janice Willett
Elham	Heather Tapsell
Maidstone	Sue Shaw
North Downs	Joan Drury
Ospringe	Vacant
Reculver	Vacant
Romney and Tenterden	Penny Lowe
Sandwich	Malcolm Sawyer
Sittingbourne	Christine Ford
Thanet	Judith Andrews
The Weald	David Gillies
West Bridge	Janice Willett

Their contact details can be found in the Diocesan directory. A role description is available on request from the Warden.

7.4 Reader Vocations Advisers

The Warden of Readers is responsible for appointing Reader Vocations Advisers to assist in the discernment process. Advisers meet with potential Readers and their incumbent to help them reflect on:

- The call to licensed lay ministry

- What licensed lay ministry might look like for the parish/ministry context
- Answer questions

The Adviser provides a brief report on the meeting to the Warden of Readers.

7.5 Reader Tutorial Group Leaders

The Warden of Readers is responsible for appointing one or more experienced Readers to act as tutorial group leaders for trainee Readers. They do this under the oversight and support of St Augustine's College. A role description is available from the Warden of Readers.

7.6 Reader Ministry Resource Group

The Warden chairs a Resource Group which is both strategic and practical. The Group assists in planning the various events and activities affecting Readers. The group consists of:

- The Warden of Readers (chair)
- the Assistant Wardens of Readers
- the Tutorial Group Leader/s
- the Reader Vocations Adviser/s
- the Director of Mission and Ministry
- the Development Training Events Coordinator
- others as invited by the Warden

7.7 Annual Networking Day

This event, usually held in the spring, is the annual opportunity for Readers to meet together for study, reflection and networking. The venue is normally rotated around the archdeaconries on a rolling basis each year.

7.8 Annual Quiet Day

This event, usually held in the summer, provides an opportunity for Readers to tend to their own spiritual refreshment. The venue is normally rotated around the archdeaconries on a rolling basis each year.

The Living Well is the Diocesan Centre for Healing and Wholeness. The centre offers a range of events including Days of Refreshment for Readers. Contact them for more information:

The Living Well, Vicarage Lane, Nonington CT15 4JT
 website: www.the-living-well.org.uk
 Tel: 01304 842847 Email: contact@the-living-well.org.uk

7.9 The Central Readers Council (CRC) - *Transforming Ministry* (amended 16 February 2021)

The CRC represents Readers in the Church of England (and Wales); it is a registered charity, with an Executive committee and various sub-committees. Until recently the

CRC was chaired by Bishop Martyn Snow, Bishop of Leicester and Chair of the Lay Ministry Council¹¹.

Reader merchandise is available for purchase from the CRC, details can be found on their website. They also produce *The Transforming Ministry* magazine, which is a quarterly publication. The diocese funds a copy for every Reader. They also host an online Forum (accessed through their website) and Facebook group.

CRC administer the Adams/Myland Fund which is available to licensed Readers wishing to complete further theological study. Details are available from CRC or the Warden of Readers who is required to support an application for funding support.

In 2019 the renewed vision of the CRC identified three foci for the future ministry of Readers:

- teachers of the faith
- enablers of mission in the everyday
- leaders in church and community

CRC are developing a range of blended learning resources in support of these foci; these modules will be freely available as part of a suite of continued ministerial development (CMD) resources for licensed lay ministers.

Central Readers Council (CRC) Office, Church House, Great Smith Street,
London SW1P 3NZ Tel: 020 7898 1401 Website:
www.readers.cofe.anglican.org

8. Resources: Books, Papers and Reports

The following may be of interest to anyone wishing to know more about Readers:

T.G. King, *Readers: A Pioneer Ministry*, Myland Fund, Central Readers Board, 1973

Robert Martineau, *The Office and Work of a Reader*, Mowbray, 1980

Carolyn Headley, *Readers and Worship in the Church of England*, Grove Books, 2000

Rhoda Hiscox, *Celebrating Reader Ministry: 125 years of Lay Ministry in the Church of England*, Weidenfeld, 1991

G. Kuhrt, P. Nappin (eds), *Bridging the Gap: Reader ministry today*, Church House Publishing, 2002

Cathy Rowling, Paula Gooder, *Reader Ministry Explored*, SPCK, 2009

Charles Read, Philip Tovey, *Reader Ministry Today*, Grove Worship, 2010

Philip Tovey, *Instruments of Christ's Love: The Ministry of Readers*, SCM Press, 2016

Philip Tovey, *The Liturgical Ministry of Readers*, Grove Worship, 2017

It is recommended that *Reader Ministry Explored* is read as part of the process of exploring Reader ministry; loan copies are available from the Warden.

The following reports relate to the ministry of Readers:

¹¹ The Chair is appointed by the Archbishops.

GS1689, *Reader Upbeat: quickening the tempo of Reader Ministry in the Church today*, Archbishops' Council, 2008

Central Readers Council, *Resourcing Sunday to Saturday Faith: Readers, Lay Ministers and Everyday Faith; the renewed vision of the Central Readers' Council of the Church of England and the Church in Wales*, Central Readers Council, 2019.

The House of Bishops, *Bishops' Regulations for Reader Ministry*. Archbishops' Council, 2000.

Canon law relating to Reader ministry are E4, E5 and E6, the latest edition can be found at: <https://www.churchofengland.org/more/policy-and-thinking/canons-church-england>

The following reports and papers should be of interest to Readers:

GS 2056, *Setting God's People Free*, Archbishops' Council, 2017.

GS Misc 1224, *Ministry for a Christian presence in every community*, Archbishops' Council, 2019.