

The Selection Process

Introduction

After much thought, prayer and deliberation your PCC has agreed to the development of a Shared Ministry Team. The next step is to begin the process of selecting your team members. This document offers guidance on how this should be done.

About Shared Ministry Teams

Shared Ministry Teams are recognised by the diocese as a model for collaborative working, where the ministry is truly shared. This recognition is marked by the commissioning of a Team by the Archdeacon when training is completed. Shared Ministry Teams offer a creative framework for the exercise of leadership, mission and ministry in a parish and an appropriate collaborative context for the placement of an Ordained Local Minister, as required by national guidelines. SMTs are assisted in their development by two trainer/facilitators nominated by the Diocesan Shared Ministry Group.

Accordingly there is a tried and tested formal selection process, described below, following a period of prayer, discernment and formal nomination of potential SMT members. The Diocesan Shared Ministry Group will always offer advice and guidance.

Congregational responsibilities: nominations

Shared Ministry is rooted in our baptism which is our mandate to personal discipleship and ministry and in the life of God: the loving relationships between Father, Son and Holy Spirit. It makes sense, therefore, that the selection process for a Shared Ministry Team is a task for the whole church rather than the prerogative of the clergy.

- The composition of the team should be decided following as wide a consultation and communication as possible. Every member of the congregation can nominate people for membership of the SMT.
- To assist in this process of discernment there needs to be good communication to the congregation about what shared ministry and shared ministry teams are about and what is the role of church members in the selection process. We strongly recommend that at least one sermon is preached on Shared Ministry and that other forms of

communication are explored also. The Bishop's Officer can arrange for a visiting preacher if you so wish.

- This is an opportunity for all congregation members to be prayerfully and practically involved in the process and also to deepen their own understanding and practice of Shared Ministry in a way which affirms the ministry to the whole community as well as within their church.
- Those nominated may not necessarily be those already in formal positions of leadership or on the PCC, though some may be.
- The main qualities required are a sincere and developing faith, a desire to seek and be responsive to God's will and a willingness to work collaboratively with the rest of the team and the whole church in furthering God's mission for this church and community.

PCC responsibilities: selection

Once nominations have been received it is the responsibility of the PCC to vote on those nominations.

- It is important that the PCC take seriously the need for prayer and discernment in the consideration of nominees and final selection
- The Incumbent (Rector/Vicar/Priest in charge) is automatically a member as is any Ordained Local Minister, if there is one. All other members, including curates, are chosen freely.
- Those nominated for selection are often surprised that others see these qualities in them and that is affirming for them in itself.
- Confidentiality is essential because we are dealing with people and their vocations

The Appointment Process for a Shared Ministry Team

1. Following discussions between the Incumbent, the PCC and a diocesan representative of the Shared Ministry Group, the PCC must formally decide to begin the process. The first step is for the PCC to vote in favour of establishing an SMT, minute that decision and send a copy of the minutes to Wendy Pooley at St James' House. Wendy's contact details are at the end of this paper.
2. Building on any earlier communication through preaching and teaching, church magazine articles, leaflets and more the whole church is encouraged to think about Shared Ministry. This process will help inform their eventual nominations.
3. The congregation members are asked to nominate up to six people each. The listing of as many as six names allows thought to be given to the broader representation of the whole

church membership and to any special local needs in the community. Forms for nominations should be made available to all congregation members with a date given for final returns. This date should allow at least three weeks and should encourage prayer and a period of discernment. A closed box should be available for return of completed forms.

4. Those nominated are then approached confidentially by the incumbent to find whether they wish their names to go forward. The incumbent may decide not to approach a particular nominated person if there is a serious and confidential reason that would make nomination inappropriate but this is the only influence the incumbent should have on the eventual list in order to avoid any suggestion of personal preference.
5. Usually a team functions best with 8 – 12 members but local needs vary. It is reasonable to short list if there are a large number of nominees but this process must only be done following consultation with a member of the Diocesan Shared Ministry Group to avoid any suggestion of internal bias.
6. The eventual list of nominees is submitted in strict confidence to the PCC before the selection meeting to allow time for reflection particularly as some nominees may not be known to all PCC members.
7. Where more than the agreed number of team members is nominated then there will be an election by confidential ballot to determine the eventual membership of the team. Even if the exact or fewer than the hoped for numbers are nominated, each candidate should still be individually selected and approved as laid out on the voting paper obtained from the diocese. A Diocesan representative may be present if required.
8. The final result is ratified by the PCC. The incumbent may need to have a role in the pastoral oversight of those not selected.
9. Finally the Shared Ministry Office at St James' House should be advised that selection has occurred and a list of the names chosen submitted. This list should be sent to Wendy Pooley at St James' House by email or by post to St James' House.

Contact

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