

## Guidelines for Extended Ministerial Development Leave

### 1. Purpose

Extended Ministerial Development Leave is a three-month period away from the parish or sphere of ministry. Periods of time less than this do not qualify for EMDL as the whole point of EMDL is that it is *Extended*. The full benefit cannot be enjoyed if the period is shorter, though other grants may be available for shorter periods.

EMDL should combine the following elements:

- study
- space for self and God
- refreshment
- personal and professional development
- reflection

It is **NOT**:

- extra holiday
- time in which to look for a new post
- recovery time from prolonged illness or stress

The overall orientation is that it should be of help to your ministry, developing you and your skills in some way (directly or indirectly) and widening your experience.

### 2. Eligibility

Full-time, stipendiary clergy are eligible *to apply* for Extended Ministerial Development Leave to the Director of Mission, providing:

1. They have completed at least 12 years' full-time stipendiary ministry, i.e. 8-9 years after serving a title post.
2. They have not had a similar period of EMDL in the previous 7 years, in this or another diocese.
3. They have been at least 3 years in their present post.
4. They have not had a grant for a Major Academic Course within the previous 3 years.
5. They are not within 2 years of retirement in the year in which EMDL is taken.
6. The Church Wardens have been consulted and are supportive.

It *may* be available to self-supporting ministers who are, to all intents and purposes, making a full-time commitment to the ministry of the diocese. Funding may or may not be available.

### 3. Factors to be considered

- family and personal circumstances
- the needs of the parish or ministerial context
- the deanery's/colleagues' ability to cope with cover, etc

It is the responsibility of the person requesting EMDL to arrange cover but some diocesan clergy are available to be approached and, on occasion, other helpful arrangements might be suggested, e.g. seconding a local SSM or curate.

#### **4. Planning**

The following elements need to be addressed satisfactorily during the planning process:

- clarification of aims (what is to be done and why)
- timing
- place(s)
- main topics for study/research/experience
- other activity/ies
- reporting back/outcomes

It is important to consult with the Director of Mission from the outset. Do not commit to any expenditure before your EMDL has been confirmed and the components approved.

#### **5. Process**

Invitations for EMDL are normally extended 18 months before the expected time. If there are more applicants than grants, and we are unable to find extra funding, we will make a decision based on length of service and need.

#### **6. Finance**

Each year, 8 grants of up to £1,200 (which includes that year's CMD Personal Allowance) are available. It is hoped that parishes will also be prepared to make a contribution to the cost where an approved scheme is likely to cost more than the basic grant and I will make contact with Church Wardens about this once the plan is agreed.

There are some grant-making bodies: WCMET (for women and study only), The Boniface Trust (for sabbatical/refreshment/relaxing activities), Sons of the Clergy and EiG's Ministry Bursary Awards. These will be discussed at the planning meeting. Full receipts will be required before any monies can be paid. We will sanction payment for costs of approved professional/academic/developmental courses, appropriate accommodation and travel expenses, but if you are in doubt, please check with me before signing up or making a payment.

Although we are very supportive of some part of the EMDL (no more than 2 weeks) being spent on recreational activities (examples from previous people include golf, cookery, scuba diving), we are not able to fund these from the EMDL budget; nor are we able to fund family members joining you for some part of the time.

## **7. Beyond the First EMDL**

Seven years after the first EMDL, clergy may apply for a 4-week period of Ministerial Development Leave (MDL) in which to pursue a particular piece of developmental work. There will be no major funding available for this but clergy may use their CMD personal allowance and apply for external grants. In addition, clergy may apply for a special 4-week period of MDL at, for example, a point of transition or when a specific piece of work needs to be done.

OR, 10 years after the first EMDL, clergy may *apply* for a further 3-month period of EMDL with the potential of a full grant, but this is not guaranteed.

If you have any questions about this process or your place in the invitation list, please do get in touch with me.

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