

Training for

# **Licensed Lay Ministry**

with the Guildford Local Ministry Programme



Information for prospective Licensed  
Lay Ministers and their Incumbents



developing lay  
ministry

At the heart of Licensed Lay Ministry lies preaching and teaching. To be effective in both, one's own biblical, doctrinal, historical and liturgical knowledge needs to be stimulated, challenged and widened.

LMP will set you on a path to achieve this in a way that will encourage and strengthen you.

This booklet is written for people and parishes wondering whether God is calling someone to be a Licensed Lay Minister (Reader)



*LLM Licensing Service*

# Introduction

## 'Minister locally, think globally'

Do you feel a sense of vocation? Are you looking for a way to serve God and the Church? Are you interested in communicating the gospel in a variety of ways? Perhaps God is calling you to Licensed Lay Ministry.

Licensed Lay Ministry is an important component of ministry in the Church of England and in this diocese. Licensed Lay Ministers (Readers) – LLM(R)s – are preachers, teachers and leaders of worship who, as theologically resourced lay people, work within a pastoral context. LLM(R)s work under the authority of their parish priest and hold a Bishop's Licence. It is a nationally recognised ministry and is governed by Church (Canon) Law.



Because of this, this diocese takes training very seriously and expects a high degree of commitment from students as they prepare for this fulfilling and challenging ministry.

It is essential for every LLM(R) to be able to work alongside other ministers as part of a team; with clergy, other LLM(R)s, Pastoral Assistants, etc. The three-year training course will help you as a potential LLM(R) to prepare in several ways. You will learn from, and with, others; you will learn to take responsibility for your own formation and growth as you monitor your own goals and develop self-appraisal skills.

# Preparing for Licensed Lay Ministry

Learning together as adults and mature Christians is a different experience from learning as a child or teenager. All students bring with them significant past experience; academic, practical and theoretical, together with their own understanding of the Christian faith. The Local Ministry Programme for Guildford Diocese aims to deepen that understanding during the three years of training as we build together upon these foundations.

The time required for study on the course mean that students have to relinquish most major responsibilities in their parish, to allow time to focus on training, bearing in mind that many may also hold down a demanding job. This also provides the opportunity to be more objective about one's local context.



Growing in faith and learning about scripture and the tradition of the Church is challenging, testing and (usually) great fun! It will engage your heart and mind and enhance your spiritual development.

I am keen that students acquire both the academic tools needed for sound exegesis as well as the hermeneutical skills to use Scripture in addressing the bigger questions in life. Since my focus is the Old Testament, my personal desire is that students come to have a greater appreciation of the Old Testament and thus have a greater love of the God of the Old Testament, who is the same as the God of the New Testament. A natural outworking of a deeper love of God is a deeper love of neighbour.

*Dr Julie Woods  
Tutor, Old Testament Studies*

# What is a Licensed Lay Minister?

## A Licensed Lay Minister (Reader) is:

### 1 A Preacher and Worship Leader

One of the key functions of LLM(R)s is to lead worship and to preach in a variety of settings. Throughout the three years, preaching skills are developed through different kinds of practice and experience. You will have opportunities to preach in your home parish, on placement and to one another.



Several of your sermons will be assessed during the three years and you will attend a variety of preaching classes at residential weekends and on Monday evenings. You will be given the tools to develop your own preaching gifts, both during and after training, and to seek out other methods of communicating your faith beyond the pulpit.

You will take part in acts of worship of various styles. You will also have the opportunity to lead worship in a variety of settings and to reflect on and learn from all these experiences. In this way you will become familiar with the breadth of Anglican worship.

## **2 A Theologically Resourced Person**

As an LLM(R) you will be someone who has studied, read widely, and reflected on your faith so that you can enable others to do the same. To equip you for this, the training route is typically a three-year Diploma in Higher Education course validated by Durham University. It covers a wide range of academic and practical subjects. Each module gives you an overview of a particular area and additional in-depth work.

Typically, two tutors share the teaching in each module. You will be asked to complete an assignment for each module, often relating directly to the way in which you will be exercising ministry. These assignments will form part of your overall assessment. You will have preparatory homework to undertake most weeks.



You will also discuss ways of enabling others to learn and grow in their faith. Your training will also help you become someone who, as a lay minister, can interpret the world to the church, and the church to the world in a distinctive manner, and who will also be a natural example to lay people of what their ministry can be.

### **3 A Person of God**

The basis of any ministry must be a deep and flourishing relationship with God that is expressed in prayer and a personal spirituality. Time is given to deepening these areas of life throughout the course. Spirituality cannot be structured or assessed in the way other modules are, but it is a vital aspect of broadening one's own experience in the new avenues offered for exploration.

You will be introduced to a variety of spiritual traditions and theologies, and to different ways of praying. We also pay attention to your developing vocation and to equipping you for the role to which you have been called.



### **4 A Person Working within a Pastoral Context**

Licensed Lay Ministry is distinct from that of Pastoral Assistants, although time is given to exploring pastoral concerns. The nature of your ministry as an LLM(R)s requires that you are sensitive to the needs of others because your work will always be done within a pastoral context. Furthermore, LLM(R)s are also authorised to take funerals, so pastoral and liturgical skills are vital. There are sessions on bereavement care, listening skills and pastoral work throughout the three years to ensure that LLM(R)s are adequately prepared for the pastoral implications of ministry.

## The Programme

The normal training course lasts for three years beginning in September. Each year there are three terms of 10 – 12 weeks each. All meetings are held in Guildford on a Monday evening from 7.30pm – 10.00pm and begin with a time of shared Evening Prayer led by the students themselves.

In addition, there are 2 residential weekends per year and three Saturday Study Days. Students who complete the three-year course will gain a Diploma of Higher Education in Theology, Ministry and Mission accredited by the University of Durham.



In the first year there will be modules on 'Introduction to the Bible', 'Foundations for Ministry and Mission in Context', 'Worship and Spirituality' and 'Christian Discipleship'.

The second and third year modules include in-depth 'Old and New Testament Studies', 'Mission and Evangelism', 'Christian Doctrine' as well as 'Pastoral Care'.

### Formation for Licensed Lay Ministry



The structure of the LMP course is designed to equip you for the exercise of Licensed Lay Ministry. This includes preaching, spirituality, leading worship, pastoral practice and care, communication skills and theological reflection.

A major way through which you gain formational experience is through a placement, during which you will be attached to another church for a three-month period. This will be in a church which provides a different socio-demographic context or church tradition from that of your home parish.

After the placement, you will write an assignment reflecting theologically on the experience. The placement will help you become more aware of the breadth and depth of the Church of England and learn from traditions different from your own.

## Degrees

For students who want to continue their studies following ordination, LMP provides a BA(Hons) or Graduate Diploma in Theology, Ministry and Mission.



The course was thought-provoking. It really opened up my mind, widened my knowledge and challenged my perspectives on so many theological topics and strands of church life, deepening my understanding and increasing my own spirituality. The training was interesting, stimulating and wide-ranging, bringing me to new experiences in my faith. One of the things I enjoyed most was sharing in prayer, worship and in discussions with people from other church traditions. The whole experience has equipped me to serve in ministry pastorally, in leading services, in preaching and in mission.

*Liz Haffenden*

*LLM(R) and former LMP student*

# Expectations

We take your vocation to ministry very seriously and because of this there are a number of commitments made by you, the parish and the LMP team.

## Students

You are expected to give priority to your studies. These include the Monday evening teaching sessions, training events, residential weekends and Saturday Study Days. In addition, you will need time during the week for reading and preparation. Although it is difficult to give an accurate estimate of the necessary time commitment for training, because all adults learn at a different pace, at least 12 hours per week will be necessary. Equally important is your willingness to be open to learning, to listen to others and to be prepared to change and grow as God works within you.



## Parishes

Ministry does not belong to you or to any individual and so support from your parish and your incumbent is vital. The parish can help by showing interest, giving prayer support, providing financial resources for books, etc. They also provide opportunities for you to practice your growing skills. The cost of the course to the parish is in the region of £1,081 per annum (2022-23 figures); this includes all residential fees and course materials. All of these fees are payable by your parish.

## Staff

The Course has a Core Staff team of five; the LMP Dean, three Year Tutors – one of whom is Director of Studies – and a Team Administrator. The Year Tutor provides individual care for students and facilitates good relationships with the parish. The LMP Dean bears overall responsibility for all aspects of the Course. The Administrator will ensure that course materials are available and that good communication is maintained.

One of the strengths of LMP is the expertise of its teaching tutors who are drawn from diocesan clergy, Licensed Lay Ministers, lay people with specialist subject knowledge, and others drawn more widely from academia and church life.

The LMP team will always endeavour to make your training interesting, relevant and of a high quality.



A Year Tutor who also teaches on LMP is likely to be patient and kind, long-suffering and abundant in hope! Helping students through the three years of the course is demanding in energy and commitment, but very rewarding and great fun.

*Revd. Barbara Steele-Perkins*

## Review and Appraisal

As well as receiving feedback from the marking of assignments and assessment work which you produce for each module, at the end of each year you will have a review and appraisal meeting. Your incumbent and a parish referee, LMP tutors and (in the third year) your placement supervisor all provide written reports which feed into this meeting.

Self appraisal is also a key part of the process. This is a major component of the appraisal interview at the end of each year with the LMP Dean and Year Tutor. We see appraisal as a healthy and natural process and it is embraced and exercised in a positive manner by all students and staff. It will inform the final report sent to the Bishops.



*Students at a residential weekend*

# Governance



The governing body for the Course is the South Central TEI Governance Board, which has representation from Guildford and the other three teaching centres within the SCTEI. Management of the course happens through the Common Awards Management Committee which has representation from teaching staff and students from across the region.

# Resources

Online resources are available via the Moodle-based Virtual Learning Environment. Students are given membership of the Diocesan Library, which is housed in Guildford Cathedral and includes many of books used in training. The Cathedral Bookshop can order core textbooks and offers a discount to all LMP students.

[HOME](#) [DASHBOARD](#) [MY COURSES](#) [THIS COURSE](#) [SCTEI MAIN PAGE](#) [HUB RESOURCES](#)

» Modules » Guildford » Modules 2020-21 » Year 1 2020-21 » GUI1031-HTB-20/21

## Introduction to the Bible 2021



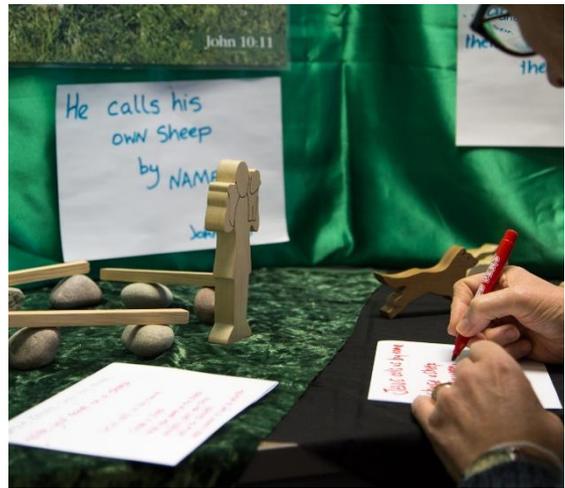
### Welcome to Introduction to the Bible

You will find everything you need in the sections below



## What to do next

If what you've read so far interests and excites you, why not visit LMP on a Monday evening? We welcome visitors as part of the discernment process. It can be a good way to get a flavour of what training is like and you can meet current students and ask any questions you may have. You can even study a one-off module as an interested learner.



To arrange a visit please contact the LMP Dean:

Revd Dr John Valentine  
Church House Guildford  
20 Alan Turing Road  
Guildford GU2 7YF

01483 790319

[John.Valentine@cofeguildford.org.uk](mailto:John.Valentine@cofeguildford.org.uk)

## Selection

The Licensed Lay Ministers' Board organises selection days which operate under Ministry Division guidelines, and are held locally within our diocese. LMP accepts those who are recommended for training through this process.

An information pack is available from:

Helen Roche  
Candidates Secretary

[LLMReader@cofeguildford.org.uk](mailto:LLMReader@cofeguildford.org.uk)

Guildford's Course for trainee LLM (Readers) is to be recommended. The course is wide ranging, relevant to ministry and mind-expanding. I personally enjoyed three things:

- The personal but highly professional approach of the tutors;
- The challenge of returning to academic discipline (even after 38 years' teaching!);
- The opportunity to understand a whole host of different responses to the Christian Gospel, both in terms of personal faith and ministry.

Working alongside those training for ordination as well as lay ministry led to some interesting discussions and convinced me that I had been right to go for LLM. This is of course still very much an open debate in the Church of England.

*Berwick Curtis*

*LLM(R) and former LMP student*



# Local Ministry Programme: Guildford

## Core Staff



Revd Dr John Valentine  
*LMP Dean*



Revd Pippa Ross-McCabe  
*Director of Studies  
and Year Tutor*



Revd Dr Lisa Cornwell  
*Year Tutor*



Revd Clare Welham  
*Year Tutor*

Paulette Withycombe  
*Team Administrator. People*  
[admin@cofeguildford.org.uk](mailto:admin@cofeguildford.org.uk)

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