



Working Agreement

Between an Incumbent & a Reader

2023 - 2026

Name of Reader: _____

Parish: _____

Incumbent: _____

Overall aims of our joint ministry

- To encourage people to grow in faith.
- To proclaim the Gospel and proclaim Christ’s teaching in the church, in the community and in the workplace.
- To be a positive witness for Jesus Christ in personal integrity, good relationships and service to others.

We agree that the Reader’s ministry shall cover the following responsibilities: -

1. Preaching and Leading Services

Please indicate how many times per month the Reader will normally be asked to: -

- preach
- lead services

play a significant role in other services (please specify):

- _____
- _____

2. Teaching

Please indicate the Reader’s involvement, or wish to be involved, in leading Bible study groups, Alpha, Emmaus or similar groups, individual nurture, or baptism, confirmation, or marriage preparation.

3. Pastoral ministry

Please indicate the Reader's involvement, or wish to be involved, in sick or funeral visiting or taking of home communions.

4. Team/staff meetings

Please indicate how often the Reader will meet on a regular basis with the Incumbent and/or other members of the Ministry Team.

5. Workplace/community ministry

How does the Reader see his/her ministry outside the Church? How can this be encouraged and supported?

Continuing Ministerial Education

How can the Reader be helped and encouraged to: -

- 1. Participate in the following in-service training?

Readers' Summer School:

Readers' Training Days:

Other in-service events:

2. Honour his/her commitment to attend Deanery Chapter Meetings?

If the Reader has not attended these events recently, are there any particular reasons?

Ministry undertaken on a regular basis with another parish or chaplaincy

If not already involved in this way, is the Reader willing to be deployed for an agreed length of time in another parish or in a chaplaincy?

Family and Leisure

What positive measures will be taken to ensure that the Reader has adequate time for family and leisure?

Approximate number of Sundays off each year?

Please indicate any special interests, skills or personal qualities which characterise this Reader's ministry: -

Please indicate any changes in the Reader's future ministry resulting from this discussion.

Tick if this would require special training (please specify).

We consider our working relationship will depend on the following:

We intend to collaborate on the following areas of Parish development:

Date of agreement: ___ / ___ / ___

Signed by: -

Incumbent / Priest-in-Charge: _____ date: ___ / ___ / ___

Reader: _____ date: ___ / ___ / ___

Chair of Deanery Reader Chapter: _____ date: ___ / ___ / ___

Bishop: _____ date: ___ / ___ / ___