

Lay Preaching Commissioner Role Description

The main functions of the role are to:

- represent Lay Preachers and Lay Preaching to the Synod and keep the Synod up to date with the views of Lay Preachers. To liaise with the Synod Clerk when a newly commissioned General Assembly Accredited Lay Preacher needs to be introduced at a subsequent Synod meeting.
- ensure that all Lay Preachers are aware of the Synod policy and deal with any issues that may arise if procedures are not followed including those pertaining to conduct. Keep all Lay Preachers up to date with current topics.
- support and encourage the Lay Preaching Area Representatives and give any necessary guidance particularly in respect of applicants for Local Recognition and Lay Preachers' Reviews as well as dealing with any consequences resulting from these Reviews.
- liaise with the DSO's to ensure that opportunities for Training Days are made available within the Synod and to ensure that all Lay Preachers are made aware of Training opportunities that are available elsewhere. To encourage all Lay Preachers to attend Training days.
- work with Synod TLS Administrator for students training for Assembly Accreditation by arranging attachments to suitable Ministers and Churches in their second and third years of study. To be available for TLS assessed services if required.
- sign off the student and pass all the information to the Ministries Department to process it for Assembly Accreditation. This happens once the Synod TLS Administrator confirms that the three years of study are successfully completed.
- arrange and carry out a Service of Accreditation at the students home church when Ministries Department have completed their checks and confirm the Accreditation by forwarding the certificate.
- respond to individual churches who require a Lay Preacher and also endeavour to provide preachers in cases of emergency when last minute situations leave a Church without a preacher.
- be available wherever possible to support individual Lay Preachers.
- liaise with the relevant DSO when a Lay Preacher from another denomination is seeking URC accreditation so that the "Introduction to the URC" course can be undertaken.
- attend the relevant Area Synod Pastoral Committees.
- attend and report to the Development and Support Committee.
- acknowledge in writing the Synod's gratitude when a Lay Preacher indicates their intention to cease their active preaching ministry and to inform URC Ministries of a General Assembly Accredited Lay Preacher's retirement.