



God our Father, Lord of all the world,  
through you Son you have called us into the fellowship of your universal Church.

Hear our prayer for your faithful people  
that in their vocation and ministry  
each may be an instrument of your love  
and give to your servants now to be ordained  
the needful gifts of grace;  
through our Lord and Saviour Jesus Christ  
who is alive and reigns with you,  
In the unity of the Holy Spirit,  
one God, now and for ever.

Amen.

But to each one of us grace has been given as Christ has apportioned it...

It was he who gave some to be apostles, some to be prophets,  
some to be evangelists, some to be pastors and teachers,  
to prepare God's people for works of service,  
so that the body of Christ may be built up  
until we all reach unity in the faith  
and in the knowledge of the Son of God and become mature,  
attaining to the whole measure of the fulness of Christ.

(Ephesians 4:1,11-13)

# INFORMATION FOR PROSPECTIVE TRAINING INCUMBENTS AND TRAINING PARISHES

## Timeline for the Placing of Ordinands

The identification of appropriate training incumbents and parishes is a key part of preparing the ground prior to ordinands being received into a diocese. This paper sets out the expected criteria in the Peterborough Diocese

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January	Initial invitation, information and proforma sent to potential training incumbents	-18 months
March	Proforma received back	-16 months
April-May	DDO meets with ordinands	-14 months
June	DDO meets with Senior Staff College reports sent to Bishop	-13 month
July	Bishop meets ordinands and offers title posts by letter to both ordinands and incumbent	-12 months
July-October	Ordinands meet potential incumbents to agree or decline title post	-12/9 months
October 31st	Formal 'release' date for ordinands to look for a curacy outside their diocese, and for dioceses to recruit curates from outside their borders if there are still curacies available	-9 months
April-May	There will be a range of training events to attend around this time, within the diocese, across our region, and hosted by ordinands' colleges/courses	-3/2 months
Petertide	Ordination retreat & service	0 months

We hope to match ordinands to incumbents right first time, of course, but both parties should feel at liberty to say 'no' if, having explored the possibility seriously, they consider it would not be a suitable arrangement. It is not always possible to offer an ordinand more than one alternative, however, and we are clear that only one post or ordinand should be considered at a time.

A curacy is confirmed by:

1. A letter from the incumbent to the ordinand (cc'd to the bishop) offering the post, subject to medical clearance.
2. A letter from the ordinand to the incumbent (cc'd to the bishop) accepting the post subject to medical clearance.
3. A letter from the bishop which includes the medical form to be completed
4. The diocese receives confirmation that medical clearance has been given
5. A second letter from the bishop confirming the title post, following which the appointment can be announced.

This does take a little time, but it is important to attend to these formalities as soon as possible so that the Archdeacons can ensure there is time to attend to the housing needs of the curacy.

## Criteria for the Placing of Ordinands

Our aim is for the curacy to be the best possible start to ordained ministerial life, laying good foundations, with opportunities to minister out of past experience whilst principally being stretched, growing and exploring ministry in a parish. We anticipate this being both an encouraging and challenging time, not only for the ordinand but also for their immediate family, if they have one, as together they live their way through the transitions and expectations of an ordained way of life. We aim for them to be prepared in due time for their first post of responsibility with a sense of vocation which is even more “realistic, obedient and informed” than when they first offered themselves for a BAP prior to the start of their training.

In placing an ordinand, several factors are weighed flexibly, but with a clear order of priority.

### 1. The Ordinand

The DDO will be aware of any particular further training needs or opportunities that are important for the ordinand. Appropriate consideration of the kind of community setting, church style, and particular personal or family circumstances which may have a bearing on the placing of an ordinand.

### 2. The Training Incumbent

In the on-going ministries of their past curates, some incumbents demonstrate a proven track record in enabling ordinands to establish themselves well in ordained ministry. Equally, some incumbents demonstrate in their parish ministry an aptitude and inclination for growing, mentoring or managing leaders, and are evidently people with much to offer a training curate, even if they have not been a training incumbent before. The ability to establish a healthy & mature professional relationship is key.

### 3. The Training Parish

As with incumbents, some parishes demonstrate a proven track record in enabling ordinands to establish themselves well in ordained ministry. This might be evident in the attitude of the parishioners to curates, or in the range of ministerial experiences available. Equally, some parishes which are experiencing a period of innovation, new life and growth will be energising posts for a curacy.

## Criteria for identifying Training Parishes

A training parish must:

- a. Be able to offer a wide range of ministerial possibilities.
- b. Clarify its expectations in relation to the curate and his or her family, especially in regard to role and function. There is always a potential for misunderstanding when it comes to a clash between expectations of the work that needs to be done in the parish and the training needs of the curate. This requires constant monitoring.
- c. Be able, or enabled, to offer suitable housing and conditions of service in accordance with diocesan standard.
- d. Have some sense of ‘vocation’ as a PCC within a training parish and thereby be prepared to take an amount of responsibility for the training of a curate, for example:
  - helping the curate in the transition from lay to ordained status
  - offering a lay perspective in relation to public ministry such as preaching, leading worship and the conducting of occasional offices
  - enabling the curate to understand areas of work in which lay members have special skills and involvement e.g. the work of the parish treasurer or Sunday school teachers

## Criteria for identifying Training Incumbents

The training incumbent will be an experienced parish priest who is:

a. Settled in the parish.

The priest will make a commitment to stay for the diaconate period of the curate and would expect to be there for the majority of the three/four year training period.

b. Already engaged in in-service training.

The priest would be willing to undertake further training associated with becoming a training incumbent, such as a course in supervision skills and consultation days for training incumbents.

c. Possessed of a mature degree of self-awareness.

The priest would have an understanding of his/her own:

- growth in faith
- strengths and weaknesses in ministry
- psychological make-up and personality
- ability to make appropriate relationships with a colleague in
- training.

d. Possessed of a genuine desire to be a training incumbent, as distinct from merely wanting an assistant.

The priest would understand that receiving a curate constitutes a major commitment and may imply forgoing other work.

e. Prepared to take into consideration a curate's experience.

The priest would take into account the curate's present employment and responsibilities.

f. Able to help the curate to integrate his or her theological studies with ministerial experience.

g. Able to understand learning styles and cycles in adult learning.

h. Willing to make a distinction between staff meetings and supervision sessions, and to organise both on a regular basis.

i. Possessed of a creative and flexible theological and spiritual stance and thereby:

- able to articulate his or her own theological position
- ready to work with a curate of a different theological position and spiritual disposition
- able to listen and engage constructively with such differences.

j. Capable of allowing a curate to develop in ways different from his or her own, especially with regard to:

- the deployment of special gifts of ministry and mission
- specific delegated responsibilities
- being open to styles of mission and pastoral ministry which may be different to his or her own preference.

k. Prepared to put considerable effort into mobilising available resources for the training of a curate, some of which will lie outside the parish.

l. Prepared to give the diocesan post ordination training / CME 1-4 programme a high priority. The priest would be willing to work with the

Curates' Training Coordinator, and the CME Officer

m. Able to share ministry with a colleague (including sharing difficulties as well as successes) and to model a collaborative approach to ministry which enables the whole people of God to grow in ministry.

n. Fully committed to the life of the diocese especially with respect to the Diocesan Strategy, Parish Share, involvement in the Deanery, and an expectation that the curate will be similarly and appropriately committed.