

Churches Together North Thames

Ecumenical consultation before change of ministry in LEPs

Procedure agreed by Church Leaders' Meeting 13/10/09

1. The minister or secretary of the LEP notifies the CTNT Ecumenical Officer (EO) as soon as a change of ministry is anticipated. This will arise:
 - when it is expected that a minister or member of the ministry team serving the LEP may leave, or
 - before any major changes in the responsibility of the minister presently in post are considered, or
 - if additions to the ministry team are being contemplated,
2. The CTNT EO (or representative) convenes a meeting of
 - the Church Leader and/or ecumenical officer/adviser of each of the denominations participating in the LEP
 - representatives of the area bodies of the participating denominations (e.g. URC Area Committee, Methodist Circuit, Anglican Deanery)
 - about four representatives appointed by the LEP
 - the CTNT EO or representative, who chairs the meeting.

(Numbers of representatives in each category are flexible to meet the circumstances in each case.)
3. This meeting is called the ecumenical consultation on future ministry. It meets to reach agreement, or to make recommendations to the appropriate authorities, on the following:
 - a) the appropriate level of ministry to be sought and whether it is to be combined with ministry for another situation nearby
 - b) a job description (if that is appropriate in this situation) by amending an existing job description or drawing up a new one
 - c) the denomination of the minister to be sought (then that denomination's procedure for appointment will be followed)
 - d) whether to hold a review of the LEP before points (a), (b) and (c) can be decided. (A review is normally due 5-7 years after the previous one, but may be held earlier if there is significant change in the circumstances or mission of the LEP.)
4. If an up to date profile of the LEP is not already available, a profile will be drawn up as part of the denomination's procedure, either during this meeting or subsequently.
5. Those arranging the denomination's procedure for appointment will include opportunity for the prospective minister and relevant ecumenical colleagues to meet each other before the decision on appointment is reached.