DRAWING UP A WORKING AGREEMENT

Bishops' Regulations for Reader Ministry state that

5.2: “Readers should have a written Working Agreement with their Incumbent or minister” and this should take into account:

1. The particular expression of the individual’s ministry;
2. the role of the Reader in the local ministerial team and in relation to the PCC;
3. the arrangements for post-admission training and regular attendance at Reader meetings;
4. the balance between their commitments as Readers and the requirements of their family, work and leisure;
5. the arrangements for reimbursement of expenses incurred through performance of the Reader’s duties;
6. the arrangements for regular meetings between Reader, clergy and other staff.

This agreement should be regularly reviewed by Reader and incumbent together, normally, once a year, and at the time of the renewal of licence.

5.4: Periodically Readers should undergo a formal in-depth review of their ministry; … it is recommended that such a review take place every three or five years paying attention to areas of fulfilment and satisfaction, noting opportunities for expansion of ministry or re-deployment, and needs for refreshment or retraining. … Subject to issues of confidentiality, a brief summary should be placed in the Reader’s records.

THIS PAPER, “READER MINISTRY DEVELOPMENT REVIEW 2008” IS DESIGNED TO ASSIST DioCEsan Reader wardens AND READERS FULfil THIS REQUIREMENT.