

## Reader Training – Guidance for training incumbents

As the Incumbent for a Reader in Training, you are a key person in his/her training.

Your **role** is:

1. to provide appropriate opportunities for the trainee to exercise and develop the ministry skills covered on the course;
2. to provide feedback on the trainee's local ministry;
3. to ensure the parish congregations are fully aware of the trainee's training, and to encourage their support for the trainee;
4. to be an example, with others, of good practice in ministry, including working in a team;
5. to support and encourage the growth of the trainee's sense of vocation;
6. to provide appropriate pastoral support.

Some elements of the role may be delegated to another suitably experienced minister.

### Training programme

Please ask your trainee to give you a copy of their *Reader training student guide*. This gives full details of their training programme.

### Parish activities

The particular tasks which the trainee will need to carry out in his/her parishes, and for which they will need your support, are as follows.

#### Year 1

- i) *preaching*  
In October the trainee will need to deliver a sermon as part of an assignment. After that please give the trainee the opportunity to preach on a regular basis, ideally every other month and a minimum of quarterly.
- ii) *planning and leading worship*  
From January, please involve the trainee in the planning and leading of worship on a regular basis. This should ideally be every other month, a minimum of quarterly. One of these will link with a trainee's assignment.
- iii) *congregational analysis*  
This is an analytical exercise to be carried out in Nov/Dec for which the trainee will be given details.

#### Year 2

- i) *planning and leading worship*  
This should continue on a similar frequency from Year 1, i.e. once every 2-3 months. This should preferably be in a range of different styles of service.
- ii) *preaching*  
The trainee should continue to have the opportunity to preach every 2-3 months. This should preferably be in a range of different worship contexts.

- iii) *group work / adult learning*  
In the autumn the trainee will be required to design (and ideally deliver) a short course for use within the church community, on an agreed topic (e.g. leading intercessions, an aspect of discipleship, etc).
- iv) *pastoral visiting*  
In Jan/Feb the trainee should accompany you (or another licensed minister) on a series of four pastoral visits, covering a range of contexts (including a visit prior to a baptism, prior to a funeral, and a visit to the sick).
- v) *funeral ministry*  
From March the trainee should accompany you (or another licensed minister) on occasional pre-funeral visits and take a supporting role in funeral services.

### **Supporting the trainee**

You should meet with the trainee on a regular basis – to provide support and feedback on their training, assist their reflection on their ministry, provide pastoral support, and give opportunity for either party to identify any particular issues that develop locally in the training. These meetings should ideally be *monthly*, but at least twice-termly.

### **Communication**

A *Briefing meeting* is held in September for incumbents and tutors of Readers in training. This is an important event to attend if you can. It will help give understanding of the trainee's programme (which is continually developing), an opportunity to discuss your role, and to meet with myself, with other SWMTC staff and other training incumbents.

Should you or the trainee have any concerns about the training at any stage, please don't hesitate to contact me.

### **Final comments**

The Reader training programme is intensive, and the workload of your trainee will be high, particularly at certain times. Please be alert to this; reducing church responsibilities that he/she may already have may be necessary.

Thank you for the vital part you will play in helping the trainee become the Reader that God has gifted them to be.

David Carrington  
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