### **The Diocese of Manchester**

### **Celebration of a New Ministry**

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Name of Minister

Name of post or role and institution

Date of service

Time of Service



**A worshipping, growing and transforming Christian presence at the heart of every community.**

**Welcome to this service of celebration of a new ministry.**

The welcome of a new priest is a time of great celebration for the Church. It is an opportunity to give thanks to God for the many ways ministry and mission unfold in this community. The whole people of God - all who are baptised - are called to witness to God's loving purpose in the world and among them priests are called to a particular ministry in guiding and equipping God's people for this shared work through their ministry of nurture, encouragement and the administration of the Sacraments.

The priest's ministry is a shared one and the Oaths and Declarations which take place near the beginning of this service remind everyone present of our shared heritage of faith as received by the Church of England; the gift of ministry as a sharing in the Bishop's role as chief shepherd; and acknowledging the established status of the Church of England whereby all people within a parish are treasured, prayed for and welcome in their parish church.

As you pray for the new minister and for all who witness to the love of God in this place, we invite you to hear afresh the strengthening power of the Holy Spirit in your own life as you live and work to God's praise and glory.

### ¶ The Gathering

A processional hymn is sung

The Welcome and Introduction

Bishop Grace, mercy and peace from God our Father   
and the Lord Jesus Christ be with you all

*All* and also with you.

The Bishop introduces the service and then prays

Bishop Loving God, whose word is life:  
come with saving power  
to free our praise,  
inspire our prayer  
and shape our lives   
for the kingdom of your Son  
Jesus Christ our Lord  
**Amen.**

The Bishop invites the congregation to greet their new minister. The new priest comes forward, accompanied by parishioners from his/her previous parish and the Patron or Archdeacon, to a place immediately in front of the Bishop.

The Presentation

Archdeacon / Representative addresses the Bishop as follows

Bishop *N,* as Archdeacon of *N*…

*(or)*  On behalf of the Bishop of Manchester,

after serious consideration and due consultation with others, I/we present *N* to you and ask you to admit *him/her* to this ministry.

The Archdeacon and those who present the new minister stand before the Bishop and one of them briefly introduces the new minister.

Bishop I thank you for your presentation and for the prayer and discernment that lie behind it. People of this *community/other*, do you welcome *N…..* ?

*All*  We do.

Bishop Will you support and uphold him/her?

*All*  We will.

Bishop Will you share with him/her in worship and witness, mission and pastoral care?

*All*  With the help of God, we will.

Bishop *N…..* I ask you in the presence of this congregation: do you believe that God has called you to minister in this place?

Minister I do.

Bishop Are you willing to undertake this ministry?

Minister I am.

**Declaration and Oaths**

*The new minister makes the following declaration and oaths.*

*The Archdeacon reads this Preface:*

The Church of England is part of the One, Holy, Catholic, and Apostolic Church worshipping the one true God, Father, Son and Holy Spirit. It professes the faith uniquely revealed in the Holy Scriptures and set forth in the catholic creeds, which faith the Church is called upon to proclaim afresh in each generation. Led by the Holy Spirit, it has borne witness to Christian truth in its historic formularies, the Thirty Nine Articles of Religion, the Book of Common Prayer and the Ordering of Bishops, Priests and Deacons. In the declaration you are about to make, will you affirm your loyalty to this inheritance of faith as your inspiration and guidance under God in bringing the grace and truth of Christ to this generation and making him known to those in your care?

*The new minister turns to face the congregation and makes the Declaration of Assent:*

Minister I, N , so affirm, and accordingly declare my belief in the faith which is revealed in the Holy Scriptures and set forth in the catholic creeds and to which the historic formularies of the Church of England bear witness; and in public prayer and administration of the sacraments I will use only the forms of service which are authorised or allowed by Canon.

*Taking the Bible in the right hand, the minister says:*

Minister I N, do swear that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth II, her heirs and successors, according to law: So help me God.

*Turning to face the Bishop, the minister continues:*

Minister I, N do swear by Almighty God that I will pay true and canonical obedience to the Lord Bishop of Manchester and his successors, in all things lawful and honest: so help me God.

The Collect

The Bishop introduces a period of silent prayer with these or other words

BishopAs we license a new priest/minister to this ministry, let us pray for *him/her* and for all who share in the ministry of this *place* that *he/she* may be a faithful priest/minister and true shepherd, and that all may work together for the building up of God’s kingdom in this place.

A period of silence for prayer then follows

Bishop God our Father, Lord of all the world,   
we thank you that through your Son   
you have called us into the fellowship of your universal church.   
Hear our prayer for all your faithful people   
that in their vocation and ministry   
each may be an instrument of your love,   
and give to your servant *N*  
and all who minister in this *place*   
the needful gifts of grace;   
through our Lord and Saviour Jesus Christ.

*All*  Amen.

The new minister takes a seat at the front of the congregation. The Archdeacon and Patrons move to suitable seats.

### ¶ The Liturgy of the Word

Readings

At the end of each the reader may say

This is the word of the Lord.

*All*  Thanks be to God.

A psalm, canticle, hymn or anthem may be sung before the second reading.

Sermon

After the sermon a period of silence may be kept.

The Licensing

The new minister stands before the Bishop who addresses the congregation

Bishop Priests are called to be servants and shepherds among the people to whom they are sent. With their bishop and fellow-ministers, they are to proclaim the word of the Lord, and to watch for the signs of God’s new creation. They are to be messengers, sentinels and stewards of the Lord; they are to teach and to admonish, to feed and provide for his family, to search for his children in the wilderness of this world’s temptations, and to guide them through its confusions, that they may be saved through Christ for ever. Formed by the Word, they are to call their hearers to repentance and to declare in Christ’s name the absolution and forgiveness of their sins.

With all God’s people they are to tell the story of God’s love. They are to baptize new disciples in the name of the Father, and of the Son, and of the Holy Spirit, and to walk with them in the way of Christ, nurturing them in the faith. They are to unfold the scriptures, to preach the word in season and out of season, and to declare the mighty acts of God. They are to preside at the Lord’s table and lead his people in worship, offering with them a spiritual sacrifice of praise and thanksgiving. They are to bless the people in God’s name. They are to resist evil, support the weak, defend the poor, and intercede for all in need. They are to minister to the sick and prepare the dying for their death. Guided by the Spirit, they are to discern and foster the gifts of all God’s people, that the whole Church may be built up in unity and faith.

Bishop *N* has made the declaration and has taken the oaths required by law. Having heard his/her intention to fulfil the ministry to which he/she has been called, I shall now license him/her to serve in this place.

The minister kneels before the Bishop who reads the appropriate part of the deed or licence and then hands it to the minister with these words

Bishop *N,* receive this ministry which is both mine and yours, in the name of the Father and of the Son and of the Holy Spirit.

Minister Amen.

*The Bishop blesses the new minister*

Installation of the New Minister

The minister stands and is joined by the Archdeacon

Bishop Archdeacon, I now require and authorise you to admit N to his/her new office and to support him/her in it.

The Archdeacon leads the new minister to the priest’s seat

A’deacon By the authority of the bishop I, N, Archdeacon of N, admit you N into the office of chaplain of N with all the rights and responsibilities belonging to that office.

The Archdeacon places the minister in his/her seat

A’deacon N, I place you in your appointed seat. The Lord sustain you in this office to which you have been called and daily enable you to grow as a faithful servant of God and his kingdom.

*All*  The Lord preserve your going out and your coming in   
from this time forward and for evermore. Amen.

The new minister, other clergy and Readers of the team and chaplaincy representatives stand before the Bishop.

The Commissioning and Blessing of Minister and People

Bishop N is now duly installed as Chaplain of N. He/she has promised to serve in this ministry faithfully. Yet the work of the kingdom in this place is not his/hers alone but belongs to the whole church. Together, you are the body of Christ in this place. Through you God continues his work in the world today. The five marks of mission recognised by our worldwide Anglican Communion remind us of our high calling:

to proclaim the good news of the kingdom;

to teach, baptise and nurture new believers;

to respond to human need by loving service;

to transform unjust structures of society, to challenge violence of every kind and pursue peace and reconciliation;

to strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

Make full use of the gifts which the Holy Spirit bestows on you. Be instruments of Christ’s peace and love. Support one another in your lives and homes. Strive for justice. Do all in the name of the Lord Jesus, for without him you can do nothing.

And so I ask you now, priest/minister and people together, do you dedicate yourselves afresh to God in the service of the gospel?

*All*  With God’s help, we do.

Reps Bishop, we ask for God’s blessing on all who minister in this place/team/other.

Bishop Christ our King, who gives different ministries to his church to prepare God’s people for Christian service, bless you in the ministry to which he has called you, build you together in one body to serve him here and guide you in the ways of justice and of peace, that his goodness and mercy may follow you all the days of your life.

*All*  Amen.

The Prayers

The new minister then goes to his/her seat to lead the prayers.

[The prayers are included here in full – see note 19]

The Lord’s Prayer

As our Saviour taught us, so we pray

*All*  Our Father in heaven,   
hallowed be your name,  
your kingdom come,  
your will be done,  
on earth as in heaven.  
Give us today our daily bread.  
Forgive us our sins  
as we forgive those who sin against us.   
Lead us not into temptation  
but deliver us from evil.  
For the kingdom, the power,  
and the glory are yours  
now and for ever.  
Amen.

(or)

Let us pray with confidence as our Saviour has taught us

*All*  Our Father, who art in heaven,   
hallowed be thy name;  
thy kingdom come;  
thy will be done;  
on earth as it is in heaven.  
Give us this day our daily bread.   
And forgive us our trespasses,   
as we forgive those who trespass against us.   
And lead us not into temptation,  
but deliver us from evil.  
For thine is the kingdom,  
the power and the glory,  
for ever and ever.  
Amen.

### An offertory hymn is sung during which a collection is taken. Please gift-aid your contribution if possible.

### ¶ The Sending Out

Greeting by Representatives of the Local Community

The Area Dean introduces representatives of the local community who greet the new minister.

Notices

The new minister gives a few brief notices.

Blessing and Dismissal

Bishop May God the Father, in whom all things hold together, give you a spirit of unity and love.

*All* Amen.

Bishop May God the Son, who has ascended to the heights, pour upon you the riches of his grace.

*All* Amen.

Bishop May God the Holy Spirit, who gives to the Church all needful gifts, equip and strengthen you in your ministry.

*All* Amen.

Bishop And the blessing of God almighty, the Father, the Son, and the Holy Spirit, be among you and remain with you always.

*All* Amen.

The recessional hymn is sung.

The Dismissal Gospel is proclaimed at the door by the new minister.

Hear the words of our Lord Jesus Christ: “Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you. And remember, I am with you always, to the end of the age.”

Matthew 28.19,20

All **Thanks be to God.**

Bishop Go in peace to love and serve the Lord.

*All*  In the name of Christ. Amen.

**Notes for A Celebration of the Beginning of a New Ministry**

1.Before the service

The date of the service is given by the officiating Bishop in consultation with the Archdeacon, the Area Dean, the Team Rector (where there is one), the parish and the new minister.

Preparation for the service is the responsibility of the Area Dean (and Team Rector in a Team Ministry) in consultation with the churchwardens and other clergy attached to the place of worship.

2.Invitations

Written invitations should be sent out well in advance. Please consult the Suffragan Bishop’s office for the correct wording before printing any cards. The Bishop’s PA should also be consulted about invitation lists. There is an expectation that all visiting clergy and Readers will robe for this service. The appropriate vesture is choir dress (cassock, surplice scarf and, if applicable, hood).

Invitations to the following should be considered, as applicable:

♦ the local MP and the Mayor or a representative of the local council

♦ representatives of other Christian traditions

♦ leaders of other faith communities in the local area

♦ representatives of the local police force and other emergency services

♦ head teachers of local Church schools

♦ local Funeral Directors

♦ a representative of local business

♦ representatives of other significant institutions.

3.Rehearsal

The Area Dean will arrange and lead the rehearsal. Those who need to be present are:

♦ the new minister

♦ the churchwardens (as applicable)

♦ the organist, if possible

♦ servers and verger

♦ lay people who are going to be involved in the service.

4.Bishop’s Chaplain

The Area Dean should appoint a bishop’s chaplain for the occasion, who should be available 30 minutes before the service starts.

5.Service Sheets

These can be prepared by downloading the service from the Diocesan web site [www.manchester.anglican.org](http://www.manchester.anglican.org) The blue sections of text mark places where you will need to insert names, pronouns or titles specific to your service. Once you have put in the appropriate names, pronouns or titles, change the text back to black. The rubrics are generally presented in red in this text to conform with Common Worship, except where there is a decision to take before the service, where they are printed in blue. There is no need to print them in colour in your own version of the service.

Do not print these notes in the order of service. Feel free to choose your own illustration for the front cover. The draft text of the service should be submitted to the officiating bishop well in advance and not later than two weeks before the date of the service. He will either approve the draft or make amendments, which should be incorporated in the final printed order.

6.Music

Hymns and music should be selected by the new minister in consultation with the churchwardens. Consideration should be given to ensure that the service is not overly long. These hymns must be included in the draft service sheet which is submitted to the officiating bishop two weeks prior to the service (see above).

7.Preparing the Church

The Bishop’s chair should be placed centrally, but not so as to get in the way of any offertory procession. A Bible should be to hand for use during the oaths. The legal documents will be signed in escrow beforehand, so no table or pen is required for this during the service. It is customary for a fresh page to be used in the service register for recording the service. The Bishop, Archdeacon, Area Dean and new minister should be asked to sign.

8.Vesture

This is an episcopal service and whatever might be the normal robing protocol in a particular church, the officiating bishop would expect to be robed and would expect those being licensed or instituted to be appropriately robed.

9.Vestry prayer

The Area Dean or Team Rector leads the vestry prayer.

10.Posture

Local custom may be followed, and of course the directions of the Bishop leading the service. It might be helpful to include directions about posture in the order of service if you are going to produce your own.

11.The procession

There may be a procession which suits the style of the particular church. The Archdeacon or Patron and the new minister will not take part in this procession but remain at the back out of view at this point in the service.

The procession should be ready five minutes before the service is due to start. The usual order is:

Crucifer and/or servers,

choir

visiting Readers

local and visiting clergy of any denomination

team clergy and Readers (in a team ministry)

These are joined by the Bishop’s procession:

Lay Chair of the Deanery

Area Dean

Churchwardens of the Parish

Bishop

Bishop’s Chaplain

***The Service***

12.Bishop’s welcome and introduction

The bishop welcomes the congregation to the service and at this stage may take the opportunity to:

♦ thank those who have maintained the worship during the vacancy on his behalf

♦ thank those who have worked hard in seeking and recommending the new minister

♦ say something about this being an important day in the life of the parish / team /

benefice as N ... arrives to be part of the ongoing Christian witness in this place

♦ acknowledge and welcome civic and ecumenical representatives present.

It is intended that nothing specific is said about the new minister at this stage.

13. Entry of the Patron or Archdeacon and new minister

The Archdeacon or patron and new minister do not take part in the procession at the beginning of the service. The new minister enters with the Archdeacon or Patron, and representative parishioners from the new minister’s previous parish or chaplaincy, after the opening prayer. It may be appropriate for a short piece of organ or other music to be played as this takes place. The Archdeacon or Patron introduces the new minister and may also introduce their family at the same time.

14. Declaration and Oaths

When the oath of allegiance is made, it is recommended that the new minister turns towards the senior civic representative present, signifying the Crown.

15.Bible Readings

The readings are chosen by the officiating Bishop and are normally the lectionary ones set for the Eucharist on that day. One or two readings may be used, and are introduced by the formula, “A reading from XXX”. It is not obligatory to include a reading from the Gospels, but where this is the case the congregation remains seated and the Eucharistic Gospel responses are *not* used. The Lay Chair should be invited to read one of the lessons.

16.The Sermon

The Sermon is normatively preached by the Bishop.

17.The Licensing

The paragraphs which describe the ministry of priests should be omitted if the new minister is not an ordained priest.

18.The commissioning and blessing of minister and people

It is intended that this section should be a blessing of the ministry of the church and not just the new minister. Those being blessed should at least include the churchwardens, who represent the lay members of the church, as well as the new minister. It might also include team clergy, Readers attached to the parish or team, members of a ministry team, and representatives of the parish who made the presentations during the dedication. This section needs to be given careful thought, and the Area Dean, churchwardens and Team Rector should be consulted. On some occasions it might be appropriate to bless the clergy team after the blessing of the new minister and people. It is important to recognise that the way this part of the service is arranged will communicate a great deal about the way ministry is understood in this place and who is expected to do it.

19.The Prayers

The prayers are led by the new minister and should be included in full in the order of service, as submitted to the Bishop beforehand. The prayers should be simple and concise, and not more than 400 words in length. Responses may be used, such as Lord, in your mercy / Hear our prayer.

20.Greeting by representatives of the community

It is the responsibility of the Area Dean and churchwardens to invite representatives to welcome the new minister. This may be done with imagination: for instance, a brownie accompanied by her Brown Owl might give the welcome on behalf of the organisation.

The Area Dean introduces those greeting the new minister. Those welcoming the new minister should be asked to be very brief. There should not be too many people welcoming: four people would be appropriate. The Lay Chair welcomes on behalf of the deanery, then other welcomes may come from an ecumenical colleague (or someone from another faith tradition), a civic representative, and a representative of a school, educational or youth organisation within the parish.

The new minister does not need to reply to each welcome but at the end responds simply with words such as ‘I thank you for your welcome’.

Ask the minister in advance whether or not their family wish to be included in the greeting.

21.Notices

Very brief notices should be given by the new minister at the appropriate point in the service limited to thanking those who have given greetings and an invitation to, and thank you for, any refreshments served after the service. If the minister is a priest the notices should include the time when the new minister will first preside at the Eucharist.

22.Collection

There is to be a collection at services to welcome a new minister. The church hosting a service is able to use its own open plate and Gift Aid envelopes during the service, and retain this income. Attendees will also be encouraged to make donations to the Bishop’s Ordination Fund. There should be a written instruction in the service booklet, and there may be an appropriate point during the service to make an announcement.

Please use the following wording for the ordination fund and include the QR code:

**Please support the Bishop’s Ordination Fund.**

The Bishop’s Ordination Fund is used to support those preparing for ordained ministry. To complete a digital donation via a device or find out how to send a postal donation, please scan the QR code or use this website link: https://bit.ly/3ujOZea

Thank you.

23.Final Procession

It is normal for a final procession to leave during the last hymn. However, limited space to gather at the church door for the dismissal may require that a only smaller party of ministers (always to include the Bishop and new minister) processes during the hymn. In the order of procession the new minister will precede the Bishop. The dismissal is given at the church door.

*v4 January 2024*