

Authorised Lay Ministry



Course Prospectus

2026

Foreword

From Bishop David

I've been involved in ALM schemes of one sort or another since my own days as a parish priest in Rotherham in the 1990s. The take-off of interest in such schemes in more recent years here in the Diocese of Manchester has been a marvellous sign of how the Holy Spirit is equipping men and women for service and ministry in the Church.

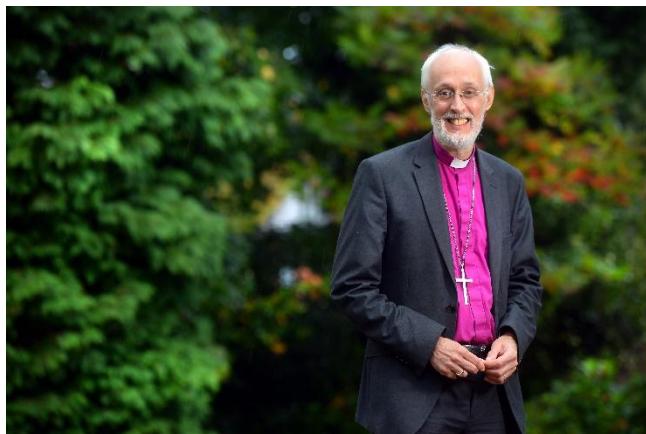
I can promise anyone interested in this scheme that any such training will be demanding and stretching but that it will inevitably draw you deeper into Christ. You will learn from each other as well as from those charged with leading the course. You will grow in knowledge, in experience and in confidence.

To put it more bluntly you'll be growing more closely into the likeness of Christ for which you and all of us are destined.

Yours ever,



**The Rt Revd Dr David Walker
Bishop of Manchester**



Contents

General Information	Page
What is Authorised Lay Ministry	3
Course Aims, Goals and Expectations	4
Course Outline and Key Dates	6
Core Leadership Module	
Learning Goals and Session Outlines	9
Core Venues, Dates and Tutors	11
Ministry Elective Courses	
Introduction	13
Ecology and Creation	14
Parish Admin, Finance and Governance	18
Prayer and Spirituality	22
Leading Small Groups	24
Mission and Evangelism	25
Worship and Liturgy	29
Growing Younger Stream Information	33
How to Apply	38
Frequently Asked Questions	39

General Information

What is an Authorised Lay Minister?

Authorised Lay Ministers (ALMs) are lay people active in church life, who have been identified by their parish as having a particular gifting, vocation or calling to lay leadership, i.e. those called to work collaboratively alongside their incumbent and wider ministry teams with a distinct focus on growing, nurturing and serving the wider parish community.

ALMs are nominated by their incumbent and PCC for training in line with their parish Mission Action Plan (MAP) and diocesan selection criteria. Once trained they are authorised by the Bishop of Manchester to carry out a mutually agreed ministry role back within their local parish context. An ALM's authorisation lasts for 3 years after which time it can be reviewed, updated and renewed.

How are ALMs selected and nominated?

Authorised Lay Ministry is based on a collaborative model of ministry and is therefore not about any one person's desire to serve or minister. ALMs are authorised to work collaboratively as part of the wider ministry team, in a specific local context and with a mutually agreed ministerial role description. As such, any nominations for ALM must meet the diocesan selection criteria, align with the parish Mission Action Plan (MAP) and represent the expressed desire of the wider parish community as the incumbent, individual and PCC discern and respond to God's call together. For more information on selecting and nominating an ALM please see the [ALM Handbook for Clergy and PCCs](#).

What's the difference between being authorised and being licensed as a Lay Reader?

The Office of Reader is a lay ministry in the Church of England nationally accredited, episcopally licensed and governed by Canon Law. Readers have undergone more substantial theological training and are licensed by the Bishop to preach, teach and conduct funerals as key elements of their ministry. In this sense, Readers are more deployable and can work across parish boundaries with a higher degree of autonomy.

ALMs are different in that they are 'authorised' by the Bishop for an agreed collaborative ministry role within a specific parish context. An ALM's training is much shorter, has less theological depth and is generally more practical in its focus. In recognition of this, ALMs cannot work across parish boundaries without explicit permission and must have a higher level of supervision and support. ALMs must also apply to be re-authorised every 3 years.

Course Aims, Goals and Expectations

Course Aim

To empower, enable and equip lay leaders to become courageous and missional whole-life disciples who are capable of ministering effectively and collaboratively in their local parish churches, communities and frontlines.

Course Goals

- To provide participants with a safe and unique learning environment where they can develop and grow alongside fellow Christians from a variety of different church traditions and backgrounds.
- To empower participants to develop their calling and gifts as lay leaders and to deepen their ongoing journey of faith as missional whole-life disciples in the everyday stuff of life.
- To enable participants to grasp the importance of mission, including the knowledge and skills they will need to minister effectively, courageously and collaboratively in their own local contexts and frontlines.
- To equip participants with the tools they will need to grow and thrive in their ministries and the resources and support required to remain healthy and fruitful.

Course Expectations

Attendance

To be considered for commissioning, all participants must maintain a minimum attendance rate of 75% during both the Core Leadership Module and their chosen Ministry Elective Course. This is to ensure that a base level of training has been met and that all participants are fully equipped and ready for authorisation.

Linkwork

To help participants get the most out of the Core Leadership Module they will be given linkwork to complete between each of the sessions. The linkwork will usually include a few simple questions to think about or some basic preparation work for the next session. Each linkwork is designed to take no longer than 20-25 minutes.

Leading Opening Prayers/Reflections

During the course we encourage all participants to engage with others in leading and

facilitating short times of opening prayers/reflections. Guidance and support for this will be provided in the course handbook.

Learning Journal

During the course we encourage all participants to keep some form of learning record or reflective journal. This is intended to take no longer than 15-20 minutes after each session and is part of developing the skills of reflective practice. Participants will be given further support and guidance on this and will not be asked to share or submit their journals.

Reading

There is no expectation for course participants to do lots of reading. However, for those wanting to delve a little deeper there will be suggested resources and recommended reading lists provided on both the Core Leadership Module and during the Ministry Elective Courses. Participants will also be given full access to the borrowing library at St Johns House.

Learning Task

As part of some of the Ministry Elective Courses participants may be given the opportunity to prepare and submit a short learning task set by the tutor. This could be a short book review, a presentation or a simple task related to that ministry area. Guidance and support for this will be provided.

Parish Visitation(s)

As part of reflective practice and personal development we ask that all participants arrange at least one parish visitation during their training period. This tends to work best if it is to a parish that is different from their own context in terms of tradition and practices. Guidance and support on this will be provided in the course handbook.

Course Outline and Key Dates

The ALM training course is broken down into three terms that run each year from January to September. More specific details on the Core Leadership Module and each of the ministry training courses can be found later in the prospectus.

Course Induction

Saturday 17 January, 10am -12.30pm @ online Via Zoom

A morning to encourage us as we begin our ALM journey together. Across the morning there will be opportunity for applicants and their supporting ministers to find out more about the course, meet their course tutors, course support team and other course participants.

Core Leadership Module

The Core Leadership Module runs between January and Easter. There are 3 attendance options available (including in person and online) and applicants will be asked to choose their preferred option as part of the initial application process.

Safeguarding Training

This compulsory training will focus on our common responsibility to safeguard children, young people and vulnerable adults. It will also explore the ways in which we are all part of creating church environments where children and young people are nurtured and protected; and where all people, especially those who may be vulnerable for any reason, are able to worship and pursue their faith journey in safety. This training is now mostly done online and more details will be sent to all course participants in due course.

A current DBS and up-to-date Safeguarding Training to Foundation Level is necessary to be authorised in ALM ministry.

There is a requirement to complete Leadership Level Training within six months of being authorised and you will receive an invitation to participate in this higher-level training at a later date. Support is available to enable you to do this – if you have concerns, please get in touch to find out more.

Ministry Elective Courses

All of the ministry elective courses run from the end of April to mid-July. There are a number of options available each year and further details on each course can be found later in the prospectus.

Summer Conference

Saturday 11 July, 10am-3pm

Every year we offer all course participants the opportunity to join the wider ALM community in gathering together for our annual ALM Summer Conference. This is an opportunity to celebrate ALMs and enjoy a day gathered together around a theme.

Ministry Role Descriptions

Once the ministry elective courses end, all course participants will be asked to work alongside their supporting ministers to update and finalise their ALM Ministry Role Description. This must be agreed and signed off by the PCC and Parish Safeguarding Officer **before the end of July** as these are necessary ahead of Authorisation in September.

ALM Retreat Day

Saturday 05 September, 09:30am - 3pm @ The Nazarene Theological College, Didsbury

Further details to follow.

In preparation for authorisation and commissioning, all participants are invited to a led retreat day. This is the final step before authorisation and will allow us all to focus on God ahead of this significant event. Prayer support is available throughout the day and there will also be shared times of worship, prayer and communion.

Service of Authorisation and Commissioning

Saturday 19 September, 2.30 - 4pm @ Manchester Cathedral

This service is led by the Bishop of Manchester and following a time of worship, prayer and committal, culminates in the authorisation and commissioning of ALMs to their various parish ministries. This is a wonderful time of celebration and a fantastic opportunity to invite close friends, family and those that have shared the journey.

APPLICATION DATES

Applications for new ALMs close on Monday 12 January, 2025.

Applications for ALM Electives and General Lay Pathway Courses:

Open on Monday 26 January and close on Friday 27 March, 2026.

Please note that all course sessions, dates and venues are subject to potential changes. We will do our best to inform participants of any changes but further travel or a move to online training may sometimes be required. Courses may also change or not run, if there are not enough participants.

Core Leadership Module

Learning Goals and Session Outlines

The Core Leadership module begins our learning journey together. It is designed to help us think more about ourselves as disciples of Jesus, and the church and world in which we minister.

Learning goals

- To understand the context of Authorised Lay Ministry (ALM) and where it sits in relation to both the diocesan and national churches' vision and strategy.
- To unpack some of the current challenges and opportunities we are facing in being *Church for a Different World* and to discern how God is calling us to respond.
- To explore what it means to be a Christian leader and how we can play our part in forming and supporting whole life disciples.
- To develop the courage to share our faith more with others and how we can resource and support getting our parishes inspired for mission.
- To identify practices, resources and support structures that will help to sustain our personal faith, Christian ministry and ongoing discipleship journey.

Session Outlines

Session 1: Setting the Scene

A chance to meet others on the course and to learn more about each other's contexts. We will also unpack a bit more about the vision and purpose of Authorised Lay Ministry and how it fits in with both the diocesan and national churches vision and strategy.

Session 2: Being Disciples and Making Disciples

In this session we will look at what it means to be a disciple, how Jesus trained his disciples and how we can each play our part in shaping a culture of whole life discipleship making in our own parish contexts and frontlines.

Sessions 3: An Introduction to Christian Leadership

In this session we will unpack what it means to be called to Christian leadership, what the bible teaches us about living out this calling faithfully and reflecting on how we can continue

to grow and develop as leaders.

Session 4: Church for a Different World

We live in challenging times but also in times of great opportunity. In this session we will explore some of the key challenges that our churches are facing but also focus on how we can respond and become church for a different world.

Session 5: Leading Through Times of Change

The focus in this session will be on how understand of the process of change, how change impacts our churches and how we can best support others through the various shifts and changes we are currently facing.

Session 6: Sharing Faith and Inspiring Mission

In this session we will set out a solid biblical foundation for why mission matters, look practically at how we can each go about sharing our faith and how we can resource and support getting our parishes inspired for mission.

Session 7: Collaborative Ministry

Paul's writings on The Body of Christ (1 Corinthians 12) offer a wonderful image of collaborative ministry. In this session we will share together what this looks like in practice and how we can all improve the ways that we minister together in our local parishes.

Session 8: Sustaining and Growing

In our final session together, we will spend time focusing on the resources, skills and support networks that will help to maintain our relationship with God and keep our work and ministry healthy and fruitful.

Core Venues, Dates and Tutors

The ALM Core Leadership Module will run between January and Easter with three course attendance options available. **Applicants will be asked to choose their preferred option as part of the initial application process.** The aim of the Core Module is to provide a good foundation in understanding leadership in a changing church, our mission and evangelism to the wider community and how the Diocese itself works.

Option 1: Bolton, Wednesday Evenings (In Person)

St Peter's Parish Centre, 347 Church Road, Bolton, BL1 5RR

All sessions will run on a Wednesday evening, 6.45-9.15pm.

Session 1: 21 Jan

Session 2: 28 Jan

Course Tutors

Session 3: 04 Feb

Revd Paul Hardingham

Session 4: 11 Feb

paul.hardingham@googlemail.com



Half-Term

Session 5: 04 Mar

Session 6: 11 Mar

Session 7: 18 Mar

Session 8: 25 Mar

Option 2: Hybrid Intensive, Saturdays (In Person) and Thursday Evenings (Online)

St James Church, 95A Princess Road, Moss Side, Manchester, M14 4TH

All Saturday sessions are in person and will run, 10.00am-3pm.

Sessions 1-2: Saturday 24 Jan @ St James' Church, Moss Side

Sessions 3-4: Saturday 31 Jan @ St James' Church, Moss Side

Sessions 5: Thursday 05 Mar, 7-9.15pm (Online)

Sessions 6: Thursday 12 Mar, 7-9.15pm (Online)

Sessions 7-8: Saturday 21 March @ St James' Church, Moss Side

Course Tutors:

Revd Libby Greenhalgh



Beverley Angier



Rev.Libby@outlook.com

Beverley.angier@manchester.anglican.org

Option 3: Online, Thursday Daytime

All sessions will run on a Thursday daytime, 10.30am-12.30pm on Zoom.

Session 1: 22 Jan

Session 2: 29 Jan

Course Tutor Beverley Angier (Plus Guests)

Session 3: 05 Feb

Beverleyangier@manchester.anglican.org

Session 4: 12 Feb

Half-Term



Session 5: 5 Mar

Session 6: 12 Mar

Session 7: 19 Mar

Session 8: 26 Mar

Ministry Elective Courses

Introduction

All ministry elective courses will run between April and July at a variety of venues around the diocese. The Elective ministry subject areas vary each year and applicants will be asked to choose their preferred elective option as part of the initial application process.

For more information on each ministry elective course please see the following outlines.

Courses on Offer for 2026

Ecology and Creation	Mission and Evangelism
Parish Administration, Finance and Governance	Worship and Liturgy
Prayer and Spirituality	
Leading Small Groups	

And as part of our Growing Younger Stream:

Ministry with Early Years
Children and Families Ministry
Youth Ministry



Please note that we do our best to make the training courses as accessible as possible to all participants. However, if there are not enough candidates to run selected venues then alternative arrangements may need to be made or courses may be cancelled. This is so we can make our training as rich and good as it possibly can be.

APPLICATION CLOSING DATES

The application closing date for new ALM applications is Monday 13 January, 2025.

For current ALMs who want to access further training, the application closing date will be Friday 27th March, 2025.

Details on our Ministry Electives follow and are correct at time of publishing – these may change. There may also be other events announced throughout the year.

Ecology & Creation Elective

Learning Goals

To equip people with the resources to enable them to engage with creation care in a way that is missional and transformative for their churches and local communities.

Session 1: Introduction- Looking at Our Local and Global Contexts

Monday 13th April, 7-9pm Online via Zoom

In this introductory session, we will find out about each other and hear from Danielle and Francine, previous course participants, about their elective journey. Grace will then look at some of the science which underpins the reason for engagement in creation and climate mission

Sessions 2, 3 & 4: Creation, Ecology & The Bible (Eco Retreat Day)

Saturday 18th April, 10am-3.30pm St John's Church, Pendlebury

In the morning, Grace will lead sessions looking at creation theology and ecological grief. The afternoon will take the form of a short, quiet space, with reflections led by Danielle and Francine. It will conclude with a 'Green Communion'

Session 5: Mission and Action

Monday 27th April, 7-9pm Online via Zoom

Grace will lead a session on how creation care is mission and look at some practical actions for churches to take, such as Eco Church and the Energy Footprint Tool

Session 6: Community and Global Engagement

Monday 11th May 7-9pm Online via Zoom

This session will look at Fairtrade in churches, led by Hilary and Mandy, two former course participants. Grace will then discuss engagement with children and schools

Session 7 /8: Field Trip- A Rural Eco Church

Monday 18th May, 7-9pm St Paul, Constable Lee, Rossendale

Led by previous course participants, this is a chance to see eco mission in action

Session 9: Worship and Liturgy

Monday 8th June, 7-9pm Online via Zoom

Grace will lead a session looking at different music and worship materials that can be used for all ages and contexts, throughout the year

Session 10/11: Field Trip- An Urban Eco Church

Monday 15th June 7-9pm Christ Church, Brunswick, Manchester

Led by previous course participants, this is a chance to see eco mission in action.

Session 12: Eco Stepping Stones & Next Steps

Tuesday 13th July, 7-9pm Online via Zoom

Kath, a previous course participant will lead us in an Eco Stepping Stones session, before we conclude by looking at what happens next. We will be joined by Gordon and Nick, eco champions, about how to connect with eco champions across the diocese.

Course Delivery and Venues

For ease of convenience and to reduce travel, most of the sessions will be delivered online via Zoom on a Monday evening. However, the elective will involve some field trip visits to some key eco projects around the diocese and a special Saturday Eco Retreat Day.

Course Tutor

For more information and details about the course, please feel free to contact:



Revd Grace Thomas

Canon Missioner at Manchester Cathedral and

Diocesan Environment Officer

revgracethomas@gmail.com

Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

Books

Robert Bauckham, The Bible and Ecology

Church of England Liturgical Commission, A Time for Creation

John Bimson, The Book of Job and Environmental Ethics (Grove Booklet)

Grace Thomas & Mark Coleman, Climate Action as Mission (Grove Booklet)

Websites

A Rocha Eco Church: <https://ecochurch.arocha.org.uk/>

Christian Climate Action: <https://christianclimateaction.org/resources/>

Green Christians website: <https://greenchristian.org.uk/>

Diocese of Manchester, Net Zero Carbon: <https://www.manchester.anglican.org/net-zero-carbon/>

Gordon's ALM Story

Why I chose to do the Ecology and Creation course

Since becoming retired a few years back my interest in all things climate change and creation care has grown a great deal. I had done some training in this area previously and had also helped to set up a local climate action Group, so when my Curate suggested the Ecology and Creation course I jumped at the opportunity

How I found the course

The course has an inspiring breadth of teaching. From looking at the basic theology of eco matters, exploring key topics such as eco anxiety and then seeing it all in practice through the field trips has been wonderful. It encouraged me in the actions we can all take as Churches but importantly it also equipped me in the discussions we can have outside of the church environment, in our wider communities and beyond. Being on zoom (aside from the Eco Retreat and field trips) makes the course easily accessible and you also get to meet likeminded and supportive people from different contexts around the diocese.

What I've been doing since

At Church we have been able to get the national Eco Church silver award. We have also continued to develop our thinking about how important it is to make sure that the 5th Mark of Mission (to safeguard the integrity of creation) is imbedded not only in the church building but also in the everyday lives of our congregation. I continue to be involved in the local climate group as Treasurer and the course has definitely given me the encouragement and support to continue investing in and growing these ministries.

My advice to those considering the course

I believe that the climate crisis is the biggest issue we face. Doing the course will help you to make sense of this huge issue in your context and equip you to help, serve and resource others in your local church and community regarding creation care. Don't worry if you don't have much prior knowledge or experience, I would encourage anyone who has a passion in this area to simply get involved!

Gordon Flear

Ecology ALM at Christ Church, Brunswick



Parish Administration, Finance and Governance Elective

Learning Goals

- To help participants understand the importance of administration as a ministry and the vital role it plays in supporting God's work in the parish and wider diocese.
- To enable and resource participants to feel more confident in managing and dealing with matters of church governance, and to understand where support and assistance can be found.
- To equip participants with an understanding of how parish and diocesan finances work and to highlight the support and resources available.
- To highlight the importance of generous giving as part of supporting the Church's mission, including fundraising, gift aid and the support available to assist this work.
- To resource participants with the information and guidance required to manage other key parish issues such as health & safety, safeguarding, GDPR and publicity.

Course Delivery and Venues

To give the fairest possible opportunities for participation and engagement this course will be delivered via a hybrid mix of in person and online sessions. Most sessions will be delivered online (via Zoom) on a Thursday evening with the addition of 3 Saturdays placed at different venues around the diocese.

Session Dates

Sessions 1-3: The Ministry of Administration, The Who's Who of Church Governance & All Things PCC

Saturday 16 May, 10am-2pm @ St John's House, 155-163, The Rock, Bury, BL9 0NE

Session 4: An Introduction to Faculties and Church Law

Thursday 21 May, 7-9pm @ Online (Via Zoom)

Session 5: Looking After Your Church Building, Including a Brief Introduction to Health & Safety and Church Insurance

Thursday 28 May, 7-9pm @ Online (Via Zoom)

Session 6: An Introduction to Diocesan & Parish Finances

Thursday 4 June, 7-9pm @ Online (Via Zoom)

Session 7: An Introduction to Parish Data & Statistics

Thursday 11 June @ Online (Via Zoom)

Session 8: Dealing with Life Events- Births, Deaths & Marriages

Thursday 18 June, 7-9pm @ Online (Via Zoom)

Session 9: An Introduction to Generosity and Thanksgiving, including Financial Giving & Fundraising

Thursday 25 June, 7-9pm @ Online (Via Zoom)

Session 10: An Introduction Church Communication, Publicity & the Diocesan Website

Thursday 02 July, 7-9pm @ Online (Via Zoom)

Session 11: An Introduction to Electronic Giving, Online Resources, Data Sharing and Storage

Thursday 16 July, 7-9pm @ Online (Via Zoom)

Session 12: Parish Visitation: An example of Repair and Reordering

Saturday 18 July, 10am-2pm @ Christ Church, Brunswick

Course Lead

For more information and details about the course, please feel free to contact:



Carolyn McGloughlin

Parish Support Officer (Finance)

CarolynMcGloughlin@manchester.anglican.org



Rob Chilton

Parish Support Officer (Transformation)

robertchilton@manchester.anglican.org

Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

Books

Church Representation Rules: 2022, Church House Publishing

A Handbook for Churchwardens & Parochial Church Councillors, Kenneth MacMorron

The Churchwarden's Handbook: A Practical Guide, Ian Russell

Churchwardens: A Survival Guide, Martin Dudley

An ABC for the PCC: A Handbook for Church Council Members, John Pitchford

Websites

Manchester Diocese, Finances: <https://www.manchester.anglican.org/parish-finance/>

Church Representation Rules (online toolkit) <https://www.churchofengland.org/more/policy-and-thinking/church-representation-rules>

The National Church: Generosity and Learning Hub:

<https://www.churchofengland.org/resources/building-generous-church/webinars-and-training/generosity-learning-hub>

Parish Resources: <https://www.parishresources.org.uk/>

Sally's ALM Story

Why I chose to do the Parish Admin Course:

I have attended my church for many years but was nominated in 2010 to take on the role of PCC Secretary. It was therefore an easy decision for me to choose Parish Admin as the Elective for my ALM Course, commencing January 2024. I wanted more help and support to enhance my knowledge and to carry out my role much more effectively and efficiently. Our church was also in vacancy at the time, so it also felt like we needed all the help we could get!

How I found the course:

The course certainly met and actually far surpassed my expectations. I learned so many valuable new things and got to meet key people from around the Diocese whose support is readily available. My overall knowledge increased and I also felt the information and resources I acquired both supported my role and has assisted others in the parish with theirs. Much of the course was online and therefore easy to access but it was lovely to have some in-person sessions where I enjoyed meeting others with similar roles, sharing our experiences.

What I've been doing since:

My role has certainly developed since completing the course, not least because our new incumbent brought fresh ways of working. The course definitely prepared me for some of these and it also gave me greater confidence to carry them out. I now have a fantastic 'tool bank' of contacts and resources, so if I need any additional help and support I know exactly where to turn.

My advice to those considering the course:

If you feel that this elective would help to develop or improve your parish role or duties, I would just say 'go for it!' You will learn so much, meet new people and gain lots of helpful contacts and resources.

Sally Johnson Parish Admin ALM @ Oldham Parish Church



Prayer and Spirituality Elective

This is a brand new, freshly shaped course for 2025-26! This course will help participants have a better understanding of their own prayer journey, practical skills and resources to begin to enable others in prayer.

Learning goals

- To explore together elements of prayer tradition, drawing on prominent figures in Church History such as Ignatius, Columba and Benedict and to see ways that this inheritance can be a prayer resource, both for us as disciples and for those we encourage in prayer.
- To begin to understand the preferences and blind spots/dislikes within our own prayer practices. To be encouraged to broaden our own personal rhythms of prayer and to see some ways of facilitating others in beginning and sustaining a life of prayer.
- To undertake bridging activities between sessions to grow and deepen our own understanding, and to plan the delivery of a prayer activity in our churches, in liaison with the incumbent or others in ministry.

Course Delivery and Venues

The Course is run over three Saturdays. In between the Saturday Sessions there will be tasks to continue learning, and the opportunity to put together a project or activity in the parish to support others in prayer, in conversation with the Incumbent or others in ministry.

Session Dates

Day 1: Saturday 16th May 2026 9.30am – 3.00pm, with Bishop Mark.

Our Prayer Tradition and me.

Day 2: Saturday 06 June 2026 RETREAT and REFLECTION Day (Venue to be confirmed)

Building and developing my spiritual practice.

Day 3: Saturday 20th June 9.30am – 3.00pm

Beginning to develop prayer and spiritual practice with others.

Course Tutors

For more information and details about the course, please feel free to contact:

Kim Morgan-Jones Head of Lay Development

KimMorgan-Jones@manchester.anglican.org



Beverley Angier Lay Ministry Officer

Beverleyangier@manchester.anglican.org



Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

Books

Stephen Cottrell, *How to Pray: Alone, With Others, at Any Time, in Any Place*

Margaret Silf, *Landmarks: An Ignatian Journey*

Evelyn Underhill, *Evelyn Underhill's Prayer Book*

Pete Grieg, *How to Pray: A Simple Guide for Normal People*

Timothy Keller, *Prayer: Experiencing Awe and Intimacy with God*

Miranda Threlfall-Holmes, *The Little Book of Prayer Experiments*

Web Resources

Pray as You Go: <https://pray-as-you-go.org>

Pathways to God: <https://pathwaystogod.org/>

Church of England, Service of Daily Prayer: <https://tinyurl.com/w8frb6r>

Northumbria Community (Daily Office): <https://www.northumbriacommunity.org/offices/>

Lectio 365- Devotional Resource App: <https://www.24-7prayer.com/dailydevotional>

Sacred Space, Daily Guided Prayer: <https://www.sacredspace.ie/>

Leading Small Groups Elective

Learning Goals

- To develop a practical understanding of small group leadership: equipping participants with the skills to confidently plan, organise and confidently lead small groups.
- To equip and release participants to lead small groups that are intentionally focused on the forming and releasing of missional disciples.
- To enable participants to work collaboratively in running non-established and established small group courses, e.g. Lent, Alpha, #MoreThanSunday etc.

The course runs in two parts:

Part 1: A practical introduction to Small Group Leadership

Part 2: *Leading Specific Small Groups* – In these Sessions participants will revisit the basic skills from part-one and adapt them to lead small groups in specific situations, such as Enquirers Groups, Bible Study Groups, Prayer Groups, Pastoral Groups and Missional Groups.

Course Delivery and Venues:

These sessions will be at: St Johns House, 155-163 The Rock, Bury, BL9 0NE

Tuesday 21st April Session 1: 7.00pm -9.00pm

Tuesday 28th April Session 2: 7.00pm -9.00pm

Tuesday 5th May Session 3: 7.00pm -9.00pm

Tuesday 12th May Session 4: 7.00pm -9.00pm

Tuesday 19th May Session 5: 7.00pm -9.00pm

Half Term

Tuesday 2nd June **Session 6:** 7.00pm -9.00pm

Saturday 13th June **Session 7 & 8:** 10.00am – 2:30pm

Tuesday 23rd **June Session 9:** 7.00pm -9.00pm

Tuesday 30th **June Session 10:** 7.00pm – 9.00pm

Mission and Evangelism Elective

Learning Goals

- To explore what mission and evangelism are and where they sit within the context of our diocesan and parish vision strategies.
- To develop a deeper understanding of what the Good News is and how it can be shared confidently and appropriately in different contexts.
- To increase participants confidence in planning for mission and enabling evangelism to happen within their own local church contexts and communities.
- To support participants in how to identify, engage and train others to get involved in mission and evangelism.
- To explore the different ways of embedding and sustaining a culture of mission and evangelism within our church communities.

Course Delivery and Venues

To give the widest possible chance for engagement, this course will be delivered via a hybrid mix of in person and online sessions. 4 sessions will be delivered online (via Zoom) on a Wednesday evening, with the addition of 2 in person Saturdays (in Little Lever, Bolton) and 2 field trips to different venues around the diocese.

During the course, participants will also be asked to work towards developing an action plan for mission and evangelism in their parish. Guidance and support will be provided for this.

Session Dates

Sessions 1-3: Introducing Mission and Evangelism, The Joy of the Good News, Prayer and Worship as Evangelism

Saturday 03 May, 10.30am-4pm @ St Matthew, Market Street, Little Lever, BL3 1HH

Session 4: Moving Our Churches From 'Maintenance' to 'Mission'

Wednesday 07 May, 6.45-9pm @ Online via Zoom

Session 5: Embedding and Sustaining a Missional Culture in Our Churches

Wednesday 14 May, 6.45-9pm @ Online via Zoom

Session 6: Mission, Evangelism and Inclusion (Field Trip)

Tuesday 03 June, 8-9.30pm @ St James and Emmanuel, Didsbury

Session 7: Mission and Evangelism with Children and Families (Field Trip)

W/c 09 June, date, time and venue (tbc)

Session 8: The Church's Sacraments and Life Events as Marks of Mission

Wednesday 18 June, 6.45-9pm @ Online via Zoom

Sessions 9: Beyond the Traditional Church: Evangelising on the Fringes

Wednesday 25 June, 6.45-9pm @ Online via Zoom

Sessions 10-12: Leaders in Mission, Catching Fish, Action Plans and Next Steps

Saturday 05 July, 10.30-4 @ St Matthew, Market Street, Little Lever, BL3 1HH

Course Lead

For more information and details about the course, please feel free to contact:



Revd Fr Robert Eloff OC (and Guests)

Incumbent at St Matthew, Little Lever (Benefice)

E: reloff@outlook.com

Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then the main two books we will be focusing on are by James Mallon:

- Divine Renovation: From a Maintenance to a Missional Parish
- Thriving Faith: Discipleship in Uncertain Times

Please note that you don't need to buy these books as short readings will be provided in preparation for each week's session.

Books

Mark Greene, Fruitfulness on the Frontline: Making a Difference Where You Are

Neil Hudson, Scattered and Gathered: Equipping Disciples for the Frontline

Jeffrey John, Living Evangelism: Affirming Catholicism and Sharing the Faith(Out of print but available second hand)

David Make and Paul Weston, The Word's Out: Principles and Strategies for Effective Evangelism Today

Stephen Cottrell, From the Abundance of the Heart: Catholic Evangelism for All

Pope Francis, The Joy of the Gospel (Evangelii Gaudium)

Robin Gamble, Jesus the Evangelist: Doing it HIS WAY in my World

Online

Sacramental Evangelism Network: <https://sacramentalevangelism.wordpress.com/>

London Institute of Contemporary Christianity: <https://licc.org.uk/ourresources/>

Missional Leadership Podcast: <https://www.youtube.com/@MissionalLeadershipPodcast>

Divine Renovation Podcasts: <https://www.youtube.com/@divinerenovationministry>

NT Wright on The Mission of God in the Gospel of John: <https://youtu.be/KhXaxkgaKjs>

Steph's ALM Story

Why I chose to do the Mission and Evangelism course

I was looking through all the different courses available as I wanted to make a difference within my church but wasn't sure how. I arranged to sit down with my vicar to go over everything and he mentioned that the mission course would be worth considering as it would use my gifts and be of benefit to the vision of the church. So, after gathering some more facts I prayed about it, then before I knew it I was signed up on the Mission and Evangelism course!

How I found the course

From the off I found the course really interesting and was very quickly learning loads of new and exciting things. I had a lot of questions that I thought were silly (or that I should already know the answers to) but I soon realised that was ok and that others felt the same way. There was loads of support during the course and the tutors were really encouraging and approachable if you needed anything.

What I've been doing since

Since being authorised I really feel that I have found my place and ministry within church. I have started a new support group with my fellow ALMs and have recently become the manager of our CAP job club. I am also starting to work with and support baptism families, meeting with them regularly to talk about their decision to get their child baptised and inviting them to become part of the wider church family. I'm also involved with lots of other bits and bobs, including organising a community jumble sale in the church and planning a Christmas fair that we will invite lots of local people to come and engage with.

My advice to those considering the course

I would definitely recommend this course to anyone who feels like they want to make a difference within their local church. The course is inspiring and will definitely open a lot of different doors and opportunities for you. It also gives you the confidence to keep learning and trying new things.

Steph Taylor Mission ALM @ Rossendale Team



Worship and Liturgy Elective

Learning Goals

- To reflect on worship being connected to, and being authentic with, the rest of our lives.
- To explore the breadth and depth of Christian worship, from its biblical roots through to modern day expressions. To gain an understanding of how liturgy can provide a framework for encountering the Divine.
- To gain practical knowledge around different styles and contexts of worship – service of the word, contemplative, all age, healing etc.
- To support participants understanding of, and their creating and leading of, appropriate acts of worship within their own churches and communities.

Course Delivery and Venues

The majority of sessions will be delivered in person on Wednesday evenings and Saturdays at a variety of venues around the diocese, including St John's House in Bury. Sessions will be made available on-line if you can't get to the venue, but the preference is in person.

Towards the end of the course, participants will be asked to create and submit an Order of Service for a service of their choosing. Guidance and support will be provided for this with more details to follow upon application.

Session Dates

Session 1: Orientation & Session 2: Worship and the Biblical Context

Saturday 23 May, 10am-3pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

Session 3: The Seasons in Anglican Liturgy & Session 4: Using music and songs.

Saturday 30 May, 10am-3pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

Optional Session: Ecology, Creation & Worship (Joint with Ecology course group)

Monday 8 June, 7-9pm @ Online (Via Zoom)

Session 5: Worship in Care Homes, for older and younger people.

Wednesday 10 June, 7-9pm @ on Zoom

Session 6: Putting together a Service of the Word & Session 7: Leading a Service Well

Saturday 13 June, 10am-3pm @ St John's House, 155-163 The rock, Bury, BL9 0NE

Session 8: Making worship accessible & Session 9: Intergenerational Worship.

Saturday 20 June, 10 - 3pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

Session 10: Healing & Wholeness

Wednesday 24 June, 7-9pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

Session 11: Taize, Using Art & Poetry, Anything 'Parked' and Next Steps

Saturday 4 July, 10 -3pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

Course Tutors

For more information and details about the course, please feel free to contact:



Ian Banks

Reader at Walmersley Road, Bury (Benefice)

E: ian.banks150@talktalk.net



Revd Sarah Riding

Curate (SSM) at St Cross with St Paul, Clayton (Benefice)

E: sarahriding@sky.com

Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

Books

Earey, M. & Myers. G. eds, (2001). Common Worship Today - An Illustrated Guide

Earey, M. (2018). Liturgical Worship / (2000) Producing Your Own Orders of Service

Giles, R. (2004). Creating Uncommon Worship / Times and Seasons. Creating Transformative Worship Throughout the Year

Leach, C & J. (2008). How to Plan and Lead All-Age Worship (Grove Booklet)

Lloyd, T. (1999). A Service of the Word (Grove Booklet)

Moger, P. (2009). Crafting Common Worship: A practical, creative guide to what's possible.

Page, N. (2004). And now let's move into a time of Nonsense: Why worship Songs are Failing the Church. Paternoster.

Thomas, P. (2018). Using the Book of Common Prayer

Tarrant, I. (2012). Worship and Freedom in the Church of England: Exploring the Boundaries (Grove Booklet)

Ward, P. (2005). Selling Worship: How what we sing has changed the Church

Wells, S. Ed. (2018). Liturgy on the Edge

Web Resources

Church of England, Common Worship: <https://tinyurl.com/y2gv2coq>

Church of England, Book of Common Prayer: <https://tinyurl.com/y287st42>

Church of England, New Patterns for Worship: <https://tinyurl.com/yg7q9w4f>

Northumbria Community: www.northumbriacomunity.org

Wild Goose Resources: <https://www.ionabooks.com/>

All Age Worship Resources: <https://www.allageworshipresources.org/> and <https://engageworship.org/>

Diocesan Worship & Liturgy (Facebook Group):
<https://www.facebook.com/groups/167024153908590>

Rebecca's ALM Story

Why I choose to do the Worship and Liturgy course

I was already an ALM in Community Actions and Social Outreach but when our church recently entered a period of interregnum I felt called to step up and take some of the strain off the ministry team. One way I felt that I could use my gifts and do this was by offering to help more with planning and leading our regular Sunday services. As part of this I was keen to understand more about how a service is put together, the resources available and what to include, so the Worship and Liturgy elective was exactly what I needed.

How I found the course

The course was really interesting. We looked at what the bible says about worship, what different types of worship look like and learned all about things like the liturgical year. Guest speakers were also invited in to talk to us about their own specialist areas, such as worship in care homes, Eco worship and all age family worship. Having a wide variety of people delivering the sessions made it different every week and it was always engaging. The materials for the course were easy to follow and everyone got the opportunity to lead a worship session devised by themselves and their classmates in small groups.

What I've been doing since

Since finishing the course, I have started to plan and lead some services, and intend to continue doing more because I love it! I am also planning a Taizé worship service which is something I learned about on the course. Alongside this I will continue with other lay roles, such as leading intercessions, reading the Gospel and assisting with communion, but doing the course and leading services has also really made me think about what my next steps could be, and if my calling goes beyond lay ministry!

My advice to those considering the course

Go for it, you won't regret it. The sessions fitted in well around my full-time job with a mixture of in person and on-line training. The course leaders were extremely welcoming, friendly and knowledgeable.

Rebecca Webster

Worship ALM at Christ Church, Harwood



Growing Younger Stream: ELECTIVES

Growing Younger in the Diocese of Manchester is more than a strategy, it's about recognising that children, young people, and their families are not just the future of the Church, but its vibrant present.



Through our Authorised Lay Ministry (ALM) and General Leadership Pathway (GLP) training, we invite you to be part of a journey that nurtures faith from the earliest years, builds relational bridges with families, and walks alongside young people as they discover their place in God's story.

Whether your heart is drawn to toddlers and their carers, to messy church and school assemblies, or to mentoring teenagers navigating life's big questions, there is a place for you in this vision. Each course is designed to equip you with theological depth, practical tools, and a supportive community—so you can minister with confidence, creativity, and compassion.

In 2026 we are offering an ALM in Early Years ministry, Children's and Families ministry and Youth ministry. You will find more details for each in the following pages.

We are looking forward to you joining us on the journey.



Susie Mapledoram: Youth ALM Lead
susiemapledoram@manchester.anglican.org



Rick Otto: Children & Families ALM Lead
rickotto@manchester.anglican.org



Jo Haslam: Early Years ALM Lead
joannehaslam@manchester.anglican.org

Growing Younger Learning Goals

Faith Development

- To equip and train participants in specialist areas of early year's ministry, children's ministry and youth ministry, in how a child develops in their faith at key life stages.
- To equip participants in rethinking their contextual approach to mid-week services for securing secondary school places, confirmation, transitional times from nursery to reception & primary to secondary school. We also explore other areas such as mental health.

Inspiring Vision and Leadership

- To make space for participants to dream and get excited about the potential for how the ministry can develop across all specialisms.
- Participants will also learn how to lead sessions, lead teams and develop others to further the ministry to children and young people.

Outreach and Discipleship

- To explore and understand some of the key principles of outreach and discipleship in relation to all aspects of children's and youth work. This could be from setting up Parent toddler to be intentionally Christian to a Youth Sacred Space. Participants will have opportunity to explore and work through what may work in their local parishes, projects and communities.

Best Practice & Resources

- Participants will be able to identify key resources and have the skills to use different resources and develop them for their context.
- Participants will be brought up to date to understand current guidelines and best practice in children's work.

Course Delivery and Venues

The EQUIP programme offers a precious opportunity to learn from your fellow ministers, deepen your understanding of youth and children's ministry, and sharpen essential skills. We've thoughtfully designed a curriculum that serves both children's and youth leaders, ensuring a rich, collaborative learning environment. Moreover, we'll provide focused sessions addressing the unique challenges and opportunities of specific age groups, allowing you to customise your learning experience to your ministry's needs.

Our flexible course structure is designed to fit your busy diary. 2 sessions will be online and the venues for our in-person sessions will be secured once applications come in, ensuring that participants won't have to travel too far and that any travel restrictions can be taken into consideration.

Early Years Ministry Elective

This elective is designed to: equip lay leaders to minister confidently with children under 5 and their families, recognising toddler ministry as a primary mission field and a gateway into lifelong discipleship. This course builds practical skills, theological grounding, and creative imagination for engaging with under-5s and their carers, from first encounters to building sustained pathways of faith.

By the end of this course, Early Years' ALMs will:

- understand the theology and missional importance of toddler ministry.
- confidently lead toddler groups, worship, and storytelling.
- build relationships with families and create accessible discipleship pathways.
- work as part of a parish team to embed toddler ministry into the wider mission of the church.

Children and Families Ministry Elective

This elective is designed to: equip lay leaders to minister with confidence and creativity to children and their families, nurturing faith that lasts a lifetime. This course offers practical skills, theological depth, and innovative approaches for engaging children in ways that are fun, meaningful, and transformative—from missional encounters to building strong foundations for discipleship and community.

By the end of this course, Children's and Families ALMs will:

- grasp the theological foundations and missional significance of ministry with children and families.
- lead creative and engaging worship, storytelling, and activities that inspire faith.
- cultivate strong connections with families and design practical pathways for discipleship.
- build and lead confident, collaborative teams that embed children's ministry into the wider life and mission of the church.

Youth Ministry Elective

This elective is designed to: equip lay leaders who long to see young people encounter Jesus and flourish in faith. This course equips you with practical skills, theological insight, and ways creative to engage teenagers in ways that are authentic, relevant, and life-changing. From building trust and creating sacred spaces to guiding young people through pivotal life moments, you'll learn how to shape discipleship pathways that empower the next generation to lead, serve, and live boldly for Christ.

By the end of this course, Youth ALMs will:

- have a solid understanding of the impact of the holistic development of young people today on your own youth ministry
- be equipped in using theory, research and shared best practice to inform and improve your own youth work
- to gain confidence in being an advocate for young people in every setting; ensuring that their voices are heard, acknowledged and acted upon in our churches and local communities
- to share your own experience and youth work knowledge with others and be proactive in building confidence and skill in your team of leaders.

Session Dates for all Growing Young Electives

The Growing Younger Programme meets at the same time, with separate sessions for each of the different electives.

Launch Night: Thursday 05 April, 6.45-9pm *Online*

Equip Weekend: Friday 8th May (Evening), Saturday 9th May (Full Day) and Sunday 10th May (Half Day) *Venue: St John's House, Bury*

Follow Up: Saturday 27th June, 10am-4pm *Venue (TBC)*

Final Gathering: Thursday 10th September, 6.45-9pm *Online*

Abi's ALM Story

Why I chose to do the Children and Families course

I chose the course because working with children has always been a passion of mine and where I feel my talents lay. I had already been involved in helping out with children's ministry at church in the past so it really resonated with me when I read the course outline in the prospectus. Children are the next generation so I think it's really important that we give them the support they need, especially when it comes to their faith and spiritual development. I came to faith as a child so understand that the journey can be difficult and I wanted to be able to provide more support for those in a similar position.

How I found the course

The course came just at the right time in my faith journey when I was looking for direction on how best to use the talents and gifts God had given me. The course has an incredible leadership team and I am so thankful to them all for the insights and resources that they have provided me with. Through the sessions I have definitely gained the knowledge, skills and confidence to put more things in to practice. It's was also amazing to experience with the other course participants how God inspires new and exciting ideas as you explore, share and discover things together.

What I've been doing since

Since the course, I have continued to be a part of the children and young people's ministry team at church and now regularly lead the Sunday school. The course has been incredibly beneficial in helping me to plan and run creative and engaging sessions. It has also given me the confidence to start developing my leadership in to others areas of church life and ministry, like leading the worship band.

My advice to those considering the course

My advice to those considering doing the course is to go ahead and do it! The ALM course has been an amazing experience that has not only given me skills and resources but also allowed me to develop my own faith. As my curate said to me, "if you give God your availability, then he will give you the ability" and I now completely agree with that!

Abigail Pentolfe

Children and Families ALM at Christ Church, Brunswick



How to Apply

Further Information and Application Forms

Further Information

For further information and details on the ALM course or any other matters relating to lay training and development, please contact:

Beverley Angier

Local Ministry Officer

M: 07423 711298

E: BeverleyAngier@manchester.anglican.org



Application Forms

Application forms can be downloaded from the diocesan website. Please note that there are separate application forms for new ALMs and for current ALMs applying to do further training.

<https://www.manchester.anglican.org/authorised-lay-ministry/>

Please send any forms to: Layteam@manchester.anglican.org for the attention of Michele Evans, Learning and Development Administrator.

APPLICATION CLOSING DATES

The application closing date for new ALM applications is Monday 12 January, 2026.

For current ALMs who want to access further training, the application closing date will be Friday 27th March 2026.

All ministry elective courses will also remain open for General Lay Pathway applications until Friday 27th March 2025.

Frequently Asked Questions

Does the training involve any assignments, tests or exams?

There are no assignments, tests or exams on the ALM courses. There is a limited amount of written work that is optional between sessions, but the ethos of the course is more focused on group discussions, reflective practice and real-life application. However, for those wanting to take things deeper there will always be suggestions for further reading, resources and ongoing development.

How much does the training cost?

All the costs of ALM training are met by the diocese but parishes are encouraged (where possible) to support their candidates if help is required with basic costs such as travel expenses. Where finances are a barrier to participation, parishes are encouraged to contact the Local Ministry Officer for advice.

Does the training have an age limit?

An ALM needs to be 18 years or over at the time of authorisation i.e. an “adult” in legal terms. There is no upper age limit.

How many ministry elective courses can an ALM do?

Post initial training, ALMs are free to train in any number of related ministry elective courses. Further elective training involves a light touch application process but still requires approval from the PCC and an updated Ministry Role Description if the ALM is to be authorised in a new or additional ministry area. If an ALM is not seeking to be authorised in a new ministry area and is doing the course as part of general ongoing training and development, then an updated Ministry Role Description is not required and a certificate of course attendance will be issued instead.

How long does an ALM's authorisation last for?

ALMs are authorised for a period of 3 years. After this time, the parish must apply for the ALM to be re-authorised. This will then continue on a 3-year rolling cycle.

Can an ALM work across multiple parishes?

Where it has been discerned to be appropriate to the local context, an ALM can work across multiple parishes in a benefice, team, partnership, mission community etc, so long as a clear ALM Ministry Role Description has been formed and signed off by all PCCs involved.

Can a parish nominate a candidate for ALM during a vacancy?

A parish in vacancy may nominate a candidate for ALM as long as it can be shown that the parish context is stable enough and that all involved will have a sufficient level of ministerial support and oversight. In such instances, the Churchwarden should complete the application process with the candidate and have this overseen by a Team Rector, Area Dean or Archdeacon before then being taken to the PCC for approval.

Do ALMs have to be confirmed?

Generally, confirmation has been understood to be the gateway to Anglican ministry. In recent years, the admission of children to Communion before Confirmation, and the receiving into membership of those who were baptised and brought up in another denomination has meant that there is less clarity on the place of confirmation in the Church of England. In this context, those being nominated for ALM should generally either be confirmed, or in the process.

Who is responsible for an ALMs DBS checks?

As for other unlicensed church officers, it is the responsibility of the ALM's parish and PCC to ensure that his or her DBS check is completed and kept up-to-date. The possession of an up-to-date DBS check (i.e. within the last 3 years) must be confirmed at the time of initial authorisation and subsequently at each 3-yearly reauthorisation.

Who is responsible for an ALMs safeguarding training?

ALM's are required to undertake safeguarding training to foundation level. This is available as an on-line course, and must be completed as part of any initial ALM training. Following initial training, it is the responsibility of the ALM's parish and PCC to ensure that his or her safeguarding training is kept up-to date. The possession of an up-to-date safeguarding certificate (i.e. within the last 3 years) must be confirmed at each 3-yearly reauthorisation.

Our Vision

To be a worshipping, growing and transforming Christian presence at the heart of every community.