# Summary of Reader Ministry Development Review

“As members together of his body, Christ calls us to minister in his name and, according to our gifts, to be instruments of his love in the world. Within this ministry, Readers are called to serve the Church of God and to work together with clergy and other ministers. They are to lead public worship, to preach and teach the word of God, to assist at the Eucharist and to share in pastoral and evangelistic work. As authorized lay ministers, they are to encourage the ministries of God’s people, as the Spirit distributes gifts among us all. They are called to help the whole Church to participate in God’s mission to the world.”

From the Introduction of the Common Worship Service of Admission and Licensing of Readers

The Reader Ministry Development Review is intended to be an opportunity for the Reader to take stock and reflect on their ministry prior to relicencing.. No-one is good at everything; we all need support, affirmation and accountability. This gives an opportunity to consider which aspects bring joy and fulfilment, and which are a burden, and to prayerfully think about what should be the focus, and whether God may be calling the lay minister to a new area of ministry.

Prior to the Review the Reader will have completed their own review of their ministry in the form of Reader Ministry Development Review Information form which should be sent to the Reviewer before the meeting.

The Meeting should consist of:

* A discussion around the Reader Ministry Development Review Information form
* A rewriting of the Ministry Specification for the next few years
* Setting of personal and ministerial objectives for the next few years
* Setting CMD goals for the next few years.

Normal practice suggests that the reviewer would normally be the incumbent or in a vacancy the Area Dean. It maybe that another member of the ministry team in the parish is appointed to do the review in which case the Incumbent/Area Dean should be forwarded a copy of the summary along with the Warden of Readers.

Following the meeting, it is the responsibility of the reviewer to summarise the review, as well as any outcomes – but both are required to sign the summary. If there is any disagreement about what is written, or something has been missed out, amendments can be made to the document, but both should sign the final copy, before sending it to the Warden of Lay Ministry.

# Reader Ministry Development Review summary

This page should be forwarded to the Warden of Readers along with Relicensing papers.

|  |
| --- |
| Name:  Benefice/Chaplaincy/Deanery:  Place of Ministry:  Date of your last safeguarding training:  Date of last DBS:  Date of Review:  Name and Role of Reviewer: |

|  |
| --- |
| Any issues arising from the Review that need to be noted to the Diocese and Warden of Readers: |

|  |
| --- |
| Reviewer's overall comments on the Reader's Ministry |

|  |
| --- |
| Reader's overall comments on their Reader Ministry |

# Summary of Continuing Ministerial Development Needs

From the objectives you have set above what learning and development needs have you identified? This page needs to be sent to the Warden of Readers.

|  |
| --- |
| Reader Name:  Reader Benefice and Deanery: |

|  |
| --- |
| Learning and development needs identified: |

|  |
| --- |
| How can these learning needs be met? |

|  |
| --- |
| What action needs to be taken and by whom? |

|  |
| --- |
| Who will support me in meeting these objectives? |

|  |
| --- |
| Anticipated time frame? |

Signed by Reader: Signed by Reviewer:

**A copy of this page will be sent by the Warden of Readers to the CMD Officer.**

This information will assist the diocese in planning the provision of Continuing Ministerial Development in the coming year.