

## 2019-2020 Lay Worship Leaders Program

### Purpose:

Lay Worship Leaders will provide occasional worship leadership and preaching to congregations and worship communities. Lay Worship Leaders will be formed, evaluated, certified and sent into ministry by synod-based training and oversight.

### Expectations:

Persons who serve as lay worship leaders in the Indiana-Kentucky Synod, ELCA are expected to meet and maintain the following expectations in addition to the expectations and requirements described in the document "Guidelines for Lay Worship Leaders":

- Evidence of mature Christian faith and commitment to Christ;
- Active membership in a congregation of the Indiana-Kentucky Synod;
- Satisfactory participation in conference and synodical programs of preparation and continuing education, including demonstration of appropriate ministry skills;
- Commitment to show forth in word and deed God's saving gospel of justification by grace through faith, and so equip the baptized for their ministry in daily life;
- Knowledge and acceptance of, and preaching and teaching in accordance with, the Confession of Faith of this church;
- Expressed commitment to and public support and positive interpretation of the mission and ministries of the Indiana-Kentucky Synod and the ELCA;
- Willingness to meet and continue in this church's expectations concerning the personal conduct and behavior of persons serving in public ministry as applicable in the document "Vision and Expectations."
- Maintain accountability and competency for fulfilling the role of Lay Worship Leader

### Responsibilities:

The Lay Worship Leader will be responsible for preaching and leading worship, consistent with local practice and Lutheran standards of worship and practice. The Lay Worship Leader will practice open communication with congregations before and during fulfillment of duties.

All authorized lay leaders shall:

- Represent the Lord and his Church, the Evangelical Lutheran Church in America, and the Indiana-Kentucky Synod with the grace, dignity, respect, and responsibility required of their position.
- Follow the normal worship practices of the congregations in which they are serving.
- Be diligent in preparing to lead worship.
- Be entitled to compensation for their services at the supply rate set by the IN-KY synod, including reimbursement for mileage at the current IRS reimbursement rate.
- Follow the custom of the congregation they serve, including wearing a white alb when leading worship, and a cincture and/or cross, if desired
- Report any difficulties and/or irregularities to the office of the bishop within 48 hours.

The Lay Worship Leader is not to be expected to fill the role of pastor. Therefore, the Lay Worship Leader will not:

- Be expected to fulfill administrative responsibilities
- Be addressed as “pastor” or “deacon” in person or in print
- Provide pastoral counseling
- Wear clerical vestments
- Preside at communion
- Officiate at weddings or conduct funerals
- Normally not baptize someone during a regular service of worship or in private except under the provisions of the church for emergency baptisms. (Any Christian may baptize in an emergency situation and report such a baptism to the pastor of the congregation.)

### Training and Formation:

Lay Worship Leaders will undergo a rigorous program of training and formation prior to their certification for service. Training will focus on these areas:

- Bible (with a Lutheran Hermeneutic)
- Lutheran Theology and Practice
- Homiletics
- Liturgical/Worship Practices and Leadership
- Healthy Leadership/Interpersonal Skills
- Prayer & Spirituality

Lay Worship Leaders will be expected and invited to participate in ongoing education and enrichment opportunities.

The cost of preliminary evaluation, coursework, final evaluations and certifying readiness for service as a Lay Worship Leader will be a one-time \$900. Payments in installment are entirely appropriate and welcomed.

### Accountability:

Entrance – Potential Lay Worship Leaders will demonstrate through interview with the Bishop and/or director of the Transformational Leadership Academy and two recommendation letters, with at least one from an ELCA pastor, the competencies of candidates listed in the ELCA candidacy manual, namely:

- Potential Lay Worship Leaders will be rooted in the presence and activity of the triune God: Father, Son, and Holy Spirit.
- The potential Lay Worship Leader actively participates in God’s mission as a part of the church.
- The potential Lay Worship Leader cultivates vision and purpose through participation in the use of spiritual disciplines (e.g., prayer, biblical and theological reflection, and spiritual direction), and demonstrates knowledge of societal and cultural trends that can inform the church’s vision and sense of purpose.
- Importantly, the potential Lay Worship Leader also displays leadership skills.

Full-Disclosure – Potential Lay Worship Leaders will be leading holy communities in worship and will be visible leadership and representatives of the ELCA. They will be charged with spiritual leadership of potentially vulnerable individuals. Therefore, background checks for criminal and/or abusive activity will be undertaken to ensure transparency. Believing in the forgiving and restoring mission of Jesus, it is important to note that former criminal conviction is not automatically disqualifying.

### Child Abuse History Clearance

There is no fee in Indiana for a CPI/CPS history check. The potential lay worship leader will submit her or his own data to Indiana's child protective services, and supply the email of the Director, [cdriver@iksynod.org](mailto:cdriver@iksynod.org), so that results are sent directly to him.

<https://magik.dcs.in.gov/BackgroundCheck/External/Forms>

In Kentucky, potential lay worship leaders will need to fill out and send to the Cabinet for Health and Family Services a DCC-374 form to request a "central registry" check for child abuse. A \$10 check or money order must be enclosed.

<https://chfs.ky.gov/agencies/dCBS/dcc/Documents/DCC-374%20CLEAN%20SA%2011-13-17.pdf>

The results should be mailed directly to the synod office 911 E 86<sup>th</sup> St, Suite 200, Indianapolis, IN, 46240 or emailed to [cdriver@iksynod.org](mailto:cdriver@iksynod.org)

### Federal (FBI) Criminal History Report

Fee: \$18.00 (money order, cashier's check, or credit card) payable to Treasury of the United States;

<https://www.fbi.gov/services/cjis/identity-history-summary-checks>

The results should be emailed directly to [cdriver@iksynod.org](mailto:cdriver@iksynod.org)

Accountability within the Church – Lay Worship Leaders will meet with Lay Worship mentors at least twice a year who will help the Lay Worship Leader reflect on growth, improvement and any issues that need to be addressed. Additionally, Lay Worship Leaders will submit at least six evaluations of their leadership each year (Lay Worship Leaders are to lead worship at least three times a year, and evaluations should come from at least two people in each service).

### Discipline

Authorized lay leaders hold a unique and important public position and responsibility in the Indiana-Kentucky Synod and the church at large. This position should never be taken lightly. Failure to function appropriately as an authorized lay leader shall result in immediate discipline through the office of the bishop and may include termination of authorization and removal from the roll of authorized lay leaders of this synod. Questionable or inappropriate behavior on the part of an authorized lay leader shall be reported to the office of the bishop immediately.