

**Annual LLM Working Agreement**

All licensed LLMs are required to draw up a Working Agreement with their incumbent.

Working agreements seek to establish:

 How incumbents and LLMs share ministerial responsibility

 How LLMs will exercise their ministerial gifts and skills

 A sustainable working pattern for the LLM

The Working Agreement provides a covenanted framework that should be reviewed and updated annually. It should give confidence and clarity about the boundaries within which incumbents and LLMs can find the freedom to explore, value and develop their ministries as a team.

A copy of the completed Working Agreement should be sent to the Warden of LLMs by the end of July [cathy.watts@elydiocese.org]

**Name of LLM:**

**Name of Incumbent:**

**Parish/Benefice:**

**Date of Completion:**

**Date of next Review [annually]:**

Involvement in Worship

|  |
| --- |
| Please note the range of services where there will be a contribution to leadership and/or preaching.  |

Deployment:

Are you willing to be deployed [tick all that apply]:

 Across the benefice

 Across the deanery

 Across the diocese

Involvement in ministry beyond Sunday

Please note the commitment to ministry beyond a Sunday service e.g. pastoral care and leading Bible Studies/Homegroups. Consideration should also be given to work-based ministry as appropriate.

Involvement beyond church services:

Please note the pattern of involvement in meetings

1:1 With the incumbent. *The Diocesan expectation is that LLMs and incumbents have regular supervision meetings. We encourage people to work towards these being once a month.*

The ‘Local’ Ministry Team:

PCC and subcommittees:

Deanery Chapter/Synod (if applicable):

Other meetings and commitments:

Financial Arrangements:

These should also be agreed with the relevant PCC(s)

Note the arrangements that have been made to reimburse expenses:

Travel:

Other (please detail) e.g., book allowance, retreat etc:

Identified Further Training/Development:

List areas for further training/development which can then feed into the CMD programme.

Have you read the updated Code of Good Ministerial Practice for Licenced Lay Ministers (LLM) in Ely Diocese?

*PCCs should also be made aware of the Code of Good Ministerial Practice*

Signed (LLM):

Signed (Incumbent):

Please send a copy of the Working Agreement to the Warden of LLMs by the end of July [cathy.watts@elydiocese.org]