The Episcopal Diocese of Pittsburgh
APPLICATION OF LICENSED MINISTRIES

According to Title III, Canon.4. of the Episcopal Church in the United States of America (on the back of this document), I hereby

certify that_____ is an adult, confirmed communicant in good
PLEASE PRINT

standing of_____ church, and is regular in participating in
PLEASE PRINT

worship, in receiving the Holy Eucharist, and in the support of the church. I have instructed this lay person in preparation for the duties and responsibilities of lay ministry as follows:

- ☐ Pastoral Leader
- ☐ Worship Leader
- ☐ Preacher
- ☐ Eucharistic Minister
- ☐ Eucharistic Visitor
- ☐ Catechist

I consider that the commitment and character of this person indicates fitness for this license.

Name of supervising priest or deacon: _____
PLEASE PRINT

Signature of supervising priest or deacon:_____ Date: _____

THIS PORTION TO BE COMPLETED BY THE COMMUNICANT TO BE LICENSED.
PLEASE PRINT.

First & Last Name: _____

Home Address: _____

Telephone: _____

Is this a request to renew a previous/existing license? Check Yes ☐ No ☐

If yes, continue to signature. If no, continue on with all requested information.

Date of Birth:_____ Date of Baptism: _____

Date and Place of Episcopal Confirmation or Reception: _____

Please include a brief summary of your understanding about this ministry:

_____

_____

Communicant's signature:_____ Date: _____

TITLE III, CANON 4: OF LICENSED MINISTRIES

Sec. 1. **(a)** A confirmed communicant in good standing or, in extraordinary circumstances, subject to guidelines established by the Bishop, a communicant in good standing, may be licensed by the Ecclesiastical Authority to serve as Pastoral Leader, Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, or Catechist. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons, and the duration of licenses shall be established by the Bishop in consultation with the Commission on Ministry. **(b)** The Presiding Bishop or the Bishop Suffragan for the Armed Forces may authorize a member of the Armed Forces to exercise one or more of these ministries in the Armed Forces in accordance with the provisions of this Canon. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons shall be established by the Bishop granting the license.

Sec. 2. **(a)** The Member of the Clergy or other leader exercising oversight of the congregation or other community of faith may request the Ecclesiastical Authority with jurisdiction to license persons within that congregation or other community of faith to exercise such ministries. The license shall be issued for a period of time to be determined under Canon III.4.1(a) and may be renewed. The license may be revoked by the Ecclesiastical Authority upon request of or upon notice to the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith. **(b)** In renewing the license, the Ecclesiastical Authority shall consider the performance of the ministry by the person licensed, continuing education in the licensed area, and the endorsement of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith in which the person is serving. **(c)** A person licensed in any Diocese under the provisions of this Canon may serve in another congregation or other community of faith in the same or another Diocese only at the invitation of the Member of the Clergy or other leader exercising oversight, and with the consent of the Ecclesiastical Authority in whose jurisdiction the service will occur.

Sec. 3. **A Pastoral Leader** is a lay person authorized to exercise pastoral or administrative responsibility in a congregation under special circumstances, as defined by the Bishop. **[see Note 1]**

Sec. 4. **A Worship Leader** is a lay person who regularly leads public worship under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 5. **A Preacher** is a lay person authorized to preach. Persons so authorized shall only preach in congregations under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith. **[see Note 2]**

Sec. 6. **A Eucharistic Minister** is a lay person authorized to administer the Consecrated Elements at a Celebration of Holy Eucharist. A Eucharistic Minister should normally act under the direction of a Deacon, if any, or otherwise, the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 7. **A Eucharistic Visitor** is a lay person authorized to take the Consecrated Elements in a timely manner following a Celebration of Holy Eucharist to members of the congregation who, by reason of illness or infirmity, were unable to be present at the Celebration. A Eucharistic Visitor should normally act under the direction of a Deacon, if any, or otherwise, the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 8. **A Catechist** is a lay person authorized to prepare persons for Baptism, Confirmation, Reception, and the Reaffirmation of Baptismal Vows, and shall function under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Note 1:
A Pastoral Leader – The Bishop's requirements are that the pastoral leader shall be trained, examined and found competent in the following subjects:

a. The Holy Scriptures, contents and background;
b. The Book of Common Prayer and The Hymnal;
c. The conduct of public worship;
d. Use of the voice;
e. Church History;
f. The Church's Doctrine as set forth in the Creeds and An Outline of the Faith, commonly called the Catechism;
g. Parish Administration;
h. Appropriate Canons;
i. Pastoral Care.

A Pastoral Leader shall not be licensed if, in the judgment of the Bishop or Ecclesiastical Authority, the Congregation is able to and has had reasonable opportunity to secure a resident Member of the Clergy in charge.

Note 2:
A Preacher – The Bishop's requirements are that the pastoral leader shall be trained, examined and found competent in the following subjects:

a. The Holy Scriptures, contents and background;
b. The Book of Common Prayer and The Hymnal;
c. The conduct of public worship;
d. Use of the voice;
e. Church History;
f. Christian Ethics and Moral Theology;
g. The Church's Doctrine as set forth in the Creeds and An Outline of the Faith, commonly called the Catechism;
h. Appropriate Canons;
i. Pastoral Care;
j. Homiletics.

Persons so licensed shall only preach in congregations upon the initiative and under the supervision of the Member of the Clergy in charge.