



# Ministry Matters

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## **Note to prospective training incumbents:**

**If you have even the remotest hope that you might receive a title curate in 2010, please note NOW in your diary that the required residential for training incumbents will take place at Wychcroft from Monday 19<sup>th</sup> to Wednesday 21<sup>st</sup> April 2010**

**If you are hoping to receive a title curate in 2011, please contact Jane Steen about new preliminary training**



# **Safeguarding Children and Vulnerable Adults**

## **Wednesday 9<sup>th</sup> September 2009, 10am-3pm**

### **Trinity House**

- Led by: Jill Sandham, Diocesan Safeguarding Adviser, with associate trainers
- Course intended for: All clergy of incumbent status and/or with charge of a congregation
- Aims and objectives: Further understanding of safeguarding children and adults who may be vulnerable in the church environment; understanding the role and responsibilities of incumbents; knowledge of diocesan safeguarding policies and procedures; insights into safeguarding practice in the parish
- Teaching methods: Presentations, discussion and case study
- Any reading or preparation? 'A Safe Church' - Diocesan Safeguarding Policies and Procedures - *Please bring your copy with you on the day*
- Course assumptions? This is a final repeat of the 2008/09 course – incumbents who have not yet attended one **must** attend

#### **Ministry Matters! Forthcoming sessions**

Thursday 10 <sup>th</sup> September	Worship, Creativity and Imagination	3
Thursday 17 <sup>th</sup> September	Help! Another Big Decision to Make	4



# **Worship, Creativity and Imagination**

## **Thursday 10<sup>th</sup> September 2009, 10am-4pm**

### **Trinity House**

- Led by: Jonny Baker, leader of the CMS Mission Leadership and Communities Team, lecturer in mission and culture for the Centre for Youth Ministry, and author of 'Alternative Worship'
- Course intended for: Anyone interested in the topic, especially those involved in the planning and leading of worship services. You don't have to be musical.
- Content of course: Consider cultural changes in the last 20 years; share examples to spark imagination around worship; develop a practical approach to introducing some creative edges in worship and creating special services and events
- Aims and objectives: Spark the imagination and go away with practical ideas and a process for introducing creativity
- Teaching methods: Experience worship together; lecture with a lot of visual material; discussion and question and answer session
- Any reading or preparation? Have a look at: <http://jonnybaker.blogs.com>; [www.smallfire.org](http://www.smallfire.org); [www.alternativeworship.org](http://www.alternativeworship.org); [www.proost.co.uk](http://www.proost.co.uk)
- Course assumptions? That you have an interest in worship and are involved or would like to get involved in leading or planning it



# **Help! Another Big Decision to Make**

## **Thursday 17<sup>th</sup> September 2009, 10am-4pm**

### **Trinity House**

Led by:	Sarah Fenby and Martin Breadmore, trained mediators, part of the Bridge Builders Network
Course intended for:	All clergy, Readers and SPAs
Content of course:	How to be a good facilitator including: facilitation tools; a model of congregational decision-making; how to lead a church through important decisions; being an effective leader in the face of conflict; anxiety in the midst of conflict
Aims and objectives:	To reflect on the decision-making process in church life; to consider a model of how to make decisions; to learn new skills; to reflect on leadership skills
Teaching methods:	Presentations; small group discussions; reflection; plenary; whole group activity
Any reading or preparation?	Bring with you a brief account of how a recent decision was made; think of a decision that needs to be made in your church in the near future <b>Please bring with you a £10 note!!</b>
Course assumptions?	That you are involved in making decisions in the life of the church



# Successful Revenue Fundraising during a Recession

**Saturday 19<sup>th</sup> September, 9.45am-1pm**

**Trinity House**

Led by:	Steph Blackwell, Community Fundraising and Grants Manager
Course intended for:	Anyone needing to raise revenue costs for their community projects, including those who have been refused funding
Content of course:	Where to start; how to plan your fundraising; developing a successful strategy; potential sources of money and where to find them; achieving the target; pitfalls
Aims and objectives:	To give participants a good basic grounding in the principles and practices of successful revenue fundraising, and to develop confidence and ability in fundraising
Teaching methods:	Presentation; Q&A; discussion; case study; working groups

Ministry Matters! Forthcoming sessions		
29 <sup>th</sup> September-14 <sup>th</sup> October	Readers' Funeral Course	6
Tuesday 13 <sup>th</sup> October	Whither Ecumenism?	7
Saturday 17 <sup>th</sup> October	Death, Bereavement and Life's Big Questions	8
Thursday 22 October	Supporting People with Mental Health Needs	9



## Readers' Funeral Course

**29<sup>th</sup>, 30<sup>th</sup> September, 6<sup>th</sup>, 7<sup>th</sup>, 13<sup>th</sup> & 14<sup>th</sup> October 2009, 7-9pm  
Mayday Hospital, Croydon**

- Led by: Hilary Fife, Chaplain at Mayday Hospital
- Course intended for: Readers licensed in 2008 or earlier
- Content of course: The pastoral and liturgical aspects of funeral ministry and initial bereavement care
- Aims and objectives: To equip Readers to participate in the funeral ministry of their parish, under the direction of their incumbent. [NB Completion of the course leads to diocesan authorisation for Readers to conduct Funerals]
- Teaching methods: Interactive lectures, group discussion etc.
- Course assumptions? An availability to conduct funerals, and a need in the parish for additional resources in this area
- Notes: To book, please contact the Director of Reader CME, Rev Nigel Stone, on 020 7582 6424, email [nigel.stone@southwark.anglican.org](mailto:nigel.stone@southwark.anglican.org)

### Ministry Matters! Forthcoming sessions

Tuesday 13 <sup>th</sup> October	Whither Ecumenism?	7
Saturday 17 <sup>th</sup> October	Death, Bereavement and Life's Big Questions	8
Thursday 22 <sup>nd</sup> October	Supporting People with Mental Health Needs	9



# **Whither Ecumenism?**

**Tuesday 13<sup>th</sup> October 2009, 10am-1pm**  
**Trinity House**

- Led by: John Richardson, Ecumenical Project Officer, Diocese of Southwark
- Course intended for: Anyone interested in this topic
- Content of course: There is a perception that the ecumenical movement lacks and vigour it once had. The course will look at the contemporary ecumenical scene, asking if it is indeed faltering or whether it is flourishing in new ways. It will also look at how it can move forward in coming years.
- Aims and objectives: A clearer understanding of contemporary ecumenism and an awareness of the issues that give it problems and those with potential for new directions.
- Teaching methods: Presentation and group discussion
- Any reading or preparation? Looking at Churches Together in England and Churches Together in Britain and Ireland websites, respectively [www.cte.org.uk](http://www.cte.org.uk) and [www.ctbi.org.uk](http://www.ctbi.org.uk)
- Course assumptions? A willingness to engage positively with the problems and possibilities in the current ecumenical scene.



# **Death, Bereavement and Life's Big Questions in Work with Children and Adults**

**Saturday 17<sup>th</sup> October 2009,  
Southwark Cathedral**

- Led by: Diane Craven, Diocesan Children's Adviser and professionals from the fields of medicine, bereavement counselling, psychology, spirituality and families work
- Course intended for: Clergy, Readers, SPAs and youth and children's workers
- Content of course: Death is often a taboo subject yet it is something we all face. Many find it hard to speak about death, particularly when dealing with childhood bereavement, the death of a child or death in the family. We may be alongside people learning to live with loss but we may not know how best to help them. This day is designed to help you think through some of the key pastoral and spiritual issues and to work out some approaches to death and bereavement that will assist you.
- Aims and objectives: An opportunity to think through the issues surrounding death and bereavement and to become better equipped to respond to children and adults in the parish
- Teaching methods: Input from a number of experts in the fields of healthcare, childhood bereavement and children's spirituality; workshops with opportunity for reflection and discussion
- Note: Contact Caroline Gibson for details – 020 7939 9412,  
[caroline.gibson@southwark.anglican.org](mailto:caroline.gibson@southwark.anglican.org)



# **Supporting People with Mental Health Needs**

**Thursday 22<sup>nd</sup> October 2009, 10am-4pm**

**Trinity House**

- Led by: Andrew Wilson, Chaplain for South London and Maudsley NHS Trust, with Jill Sandham, Diocesan Safeguarding Adviser
- Course intended for: All clergy, Readers and SPAs and those with parish responsibilities in mental health
- Content of course: Setting safe boundaries for ourselves and others. Attending to the spiritual and pastoral needs of people suffering from mental distress
- Aims and objectives: A deeper awareness of our own resources in working with wounded people; increasing our knowledge of the interface between mental well-being, spirituality and faith
- Teaching methods: Presentation, discussion, case studies
- Any reading or preparation? Relevant parts of 'A safe church', Diocesan Safeguarding Policies and Procedures

## **Ministry Matters! Forthcoming sessions**

Wednesday 4 <sup>th</sup> November	Building Projects Part I : Successful Capital Fundraising	10
Wednesday 4 <sup>th</sup> November	Building Projects Part II : Legal and Technical	11



# **Building Projects Part I: Successful Capital Fundraising in a Recession**

## **Wednesday 4<sup>th</sup> November 2009, 9.45am-1pm**

### **Trinity House**

Led by:	Steph Blackwell, Community Fundraising and Grants Manager
Course intended for:	Anyone needing to raise capital money for refurbishment; rebuilding of premises for improved or wider community use
Content of course:	Where to start; how to plan for success; what's involved; potential sources of money and where to find them; achieving the target; pitfalls
Aims and objectives:	To give participants a good basic grounding in the principles and practices of successful capital fundraising and to develop confidence and ability
Teaching methods:	Presentation; Q&A; discussion; case study; working groups

*You may attend the whole day or Part I or Part II only*

Ministry Matters! Forthcoming sessions		
Saturday 7 <sup>th</sup> November	Expository Preaching	12
Wednesday 11 <sup>th</sup> November	Refreshing Surrogacy	13
Saturday 14 <sup>th</sup> November	A Way to Live	14



# **Building Projects Part II: Legal and Technical**

## **Wednesday 4<sup>th</sup> November 2009, 2-4pm**

### **Trinity House**

Led by:	Eric Greber, Diocesan Surveyor
Course intended for:	Anyone interested in this topic
Content of course:	Property related matters
Aims and objectives:	To have a basic understanding of property related matters such as transactions, compliance with property and charity law, basic building contracts, appointments of consultants, etc.
Teaching methods:	Presentations and group discussion

*You may attend the whole day or Part I or Part II only*

<b>Ministry Matters! Forthcoming sessions</b>		
Saturday 7 <sup>th</sup> November	Expository Preaching	12
Wednesday 11 <sup>th</sup> November	Refreshing Surrogacy	13
Saturday 14 <sup>th</sup> November	A Way to Live	14



# **Expository Preaching**

## **Saturday 7<sup>th</sup> November 2009, 10am-1pm**

### **Trinity House**

Led by:	Jonathan Fletcher, Vicar, Wimbledon, Emmanuel [Proprietary Chapel]
Course intended for:	All preachers
Content of course:	How to get the most out of a Bible passage so that it is rightly heard in its context; maximising exegesis (reading out of scripture) without resorting to isogesis (reading things in)
Aims and objectives:	Principles of expository preaching
Any reading or preparation?	Those signing on to attend will be asked to bring a short outline of a sermon on given texts

#### **Ministry Matters! Forthcoming sessions**

Wednesday 11 <sup>th</sup> November	Refreshing Surrogacy	13
Saturday 14 <sup>th</sup> November	A Way to Live	14
Thursday 19 <sup>th</sup> November	Pastoral Care of Ex-Offenders	15
Saturday 21 <sup>st</sup> November	Ministering across Cultures	16
Monday 23 <sup>rd</sup> November	Housing and Homelessness	17



## **Refreshing Surrogacy**

**Wednesday 11<sup>th</sup> November 2009, 10am-1pm**  
**Minerva House, 5 Montague Close, SE1**

Led by:	Paul Morris, Diocesan Registrar
Course intended for:	All clergy, especially surrogates
Content of course:	The course will deal with marriage law and the church, including recent legal developments (e.g. the new Church of England Marriage Measure) and aspects such as immigration control
Aims and objectives:	To assist surrogates and other clergy in understanding the legal processes and requirements relating to marriage law as it affects the Church of England
Teaching methods:	A talk with opportunity for questions and interaction

### **Ministry Matters! Forthcoming sessions**

Saturday 14 <sup>th</sup> November	A Way to Live	14
Thursday 19 <sup>th</sup> November	Pastoral Care of Ex-Offenders	15
Saturday 21 <sup>st</sup> November	Ministering across Cultures	16
Monday 23 <sup>rd</sup> November	Housing and Homelessness	17



# **A Way to Live: Fostering Individual and Congregational Spiritual Development through 'Rules' or 'Ways' of Life**

**Saturday 14<sup>th</sup> November 2009, 10am-1pm**

**St George's Church, Borough High Street, Southwark**

- Led by: Chris Chapman, Spiritual Formation Adviser, and members of the Diocesan Spiritual Formation Group
- Course intended for: Anyone wanting to explore whether a way of life might support their own spiritual development, or foster spiritual development within their congregation. A small group from a single parish is welcome
- Content of course: The strengths of ways of life in supporting spiritual development; meeting the difficulties; possible ingredients; examples used by individuals and non-residential Christian communities; exploring possible shapes for varying parish contexts
- Aims and objectives: To explore the creative use of ways of life in supporting individuals and congregational spiritual development
- Teaching methods: Input, discussion, opportunity to look at examples, and space and support to work through what might work in your context
- Any reading or preparation? A small amount of material for reading and reflection will be sent out in advance



# **Pastoral Care of Ex-Offenders**

## **Thursday 19<sup>th</sup> November 2009, 10am-1pm**

### **Trinity House**

- Led by: Timothy Mayfield and Sarah Spreckley, who work with ex-offenders at their church, St Mark's, Battersea Rise
- Course intended for: Anyone involved or interested in the pastoral care of ex-offenders in the local church
- Content of course: Creating a greater awareness of the joys and challenges of pastoring ex-offenders
- Teaching methods: Two presentations; a theological rationale and practical issues; personal stories; discussion and Q&A
- Course assumptions? The power of the Gospel to transform broken lives

*Please note: this course does not address working with offenders against children and vulnerable adults – in particular sexual offences. If you have concerns about this, please contact Jill Sandham, Diocesan Safeguarding Adviser, on 020 7939 9423, [jill.sandham@southwark.anglican.org](mailto:jill.sandham@southwark.anglican.org)*

<b>Ministry Matters! Forthcoming sessions</b>		
Saturday 21 <sup>st</sup> November	Ministering across Cultures	16
Monday 23 <sup>rd</sup> November	Housing and Homelessness	17



## **Ministering across Cultures**

**Sat 21<sup>st</sup> Nov 2009 (repeated 9<sup>th</sup> Feb 2010), 10.30am-4pm  
Trinity House**

Led by:	Delbert Sandiford, formerly Executive Officer, Southwark Diocesan MEAC and Rosemarie Mallett, MEACC convenor for the Kingston Area
Course intended for:	All clergy new to the Diocese; all ministers and clergy who have not previously attended this course
Content of course:	Cross-cultural communications; cross-cultural ministry (baptisms, weddings and funerals); empowering minority ethnic members of the congregation; racism awareness
Aims and objectives:	To develop an appreciation of how minority ethnic cultures impact on ministry; to develop participants' understanding of the manifestation and effects of racism; to help participants develop an anti-racist and culturally sensitive approach to ministry
Teaching methods:	Lecture/presentation, case studies, small group work and plenary discussion
Any reading or preparation?	'Baptisms, weddings and funerals: cross-cultural ministry' (Diocese of Southwark publication that will be supplied with the joining instructions)

### **Ministry Matters! Forthcoming sessions**

Monday 23rd November

Housing and Homelessness

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# **Housing and Homelessness**

## **Monday 23<sup>rd</sup> November 2009, 10.30am-3pm**

### **Trinity House**

- Led by: Alison Gelder and Alastair Murray (Housing Justice) and Barry Goodwin (Social Responsibility and Regeneration Working Group) plus others
- Course intended for: All Clergy, Readers, SPAs and lay people with an interest or expertise in housing or homelessness
- Content of course: The workshop will look at issues around housing provision and homelessness in London and the area covered by Southwark Diocese.
- Aims and objectives: To look at all the key issues including: problems for vulnerable homeless; help the church can offer locally; bigger issues of housing provision – lack of affordable housing, potential use of church plant, housing policy and regeneration
- Teaching methods: Lectures, small group work and plenary session

#### **Ministry Matters! Forthcoming sessions**

Tuesday 24 <sup>th</sup> November	Church Buildings	18
Saturday 28 <sup>th</sup> November	Intercessions and Training Others to Lead Them	19
Saturday 28 <sup>th</sup> November	Safeguarding Children and Vulnerable Adults	20



# Church Buildings: a Place for Meeting the Community and Meeting the Divine

**Tuesday 24<sup>th</sup> November 2009, 10.30am-4pm**  
**St Peter's Church, Liverpool Grove, Walworth**

Led by: Giles Goddard, Rector of Walworth, St Peter, and John Thewlis, Rector of Carshalton, All Saints

Course intended for: Anyone interested in this topic

Content of course: Developing a vision for the creative use of church buildings for community use, and for sacred space; dialogue between proponents of different perspectives

Aims and objectives: A better understanding of possibilities and procedures

Teaching methods: Looking at case studies including St Peter's and All Saints'; workshops

## Ministry Matters! Forthcoming sessions

Saturday 28 <sup>th</sup> November	Intercessions and Training Others to Lead Them	19
Saturday 28 <sup>th</sup> November	Safeguarding Children and Vulnerable Adults	20
Thursday 14 <sup>th</sup> January	Resurrection	21
Monday 18 <sup>th</sup> AND Tuesday 19 <sup>th</sup> January	Obligations and Legalities of Incumbency	22
Thursday 21 <sup>st</sup> January	"One of Our Congregation Is Being Deported"	23
Tuesday 26 <sup>th</sup> January	Anglicanism and Unity	24



# **Intercessions and Training Others to Lead Them**

## **Saturday 28<sup>th</sup> November 2009, 10am-1pm**

### **Trinity House**

Led by:	Andrew Nunn, Sub-Dean and Precentor of Southwark Cathedral
Course intended for:	Anyone interested in this topic and especially for those who lead intercessions
Content of course:	What intercessions are; how they fit into a pattern of prayer; how they fit into liturgy; how we can write them; how we can lead them; other ways of interceding
Aims and objectives:	Fresh ideas about preparing and leading intercessions
Teaching methods:	Lecture and discussion
Any reading or preparation?	Bring a recent set of intercessions that you have written/prepared

#### **Ministry Matters! Forthcoming sessions**

Saturday 28 <sup>th</sup> November	Safeguarding Children and Vulnerable Adults	20
Thursday 14 <sup>th</sup> January	Resurrection	21
Monday 18 <sup>th</sup> AND Tuesday 19 <sup>th</sup> January	Obligations and Legalities of Incumbency	22
Thursday 21 <sup>st</sup> January	“One of Our Congregation Is Being Deported”	23
Tuesday 26 <sup>th</sup> January	Anglicanism and Unity	24
Wednesday 27 <sup>th</sup> January	Addiction	25



# Safeguarding Children and Vulnerable Adults

**Saturday 28<sup>th</sup> November 2009, 10am-1.30pm**  
**St John's Church, Church Way, Hurst Green**

- Led by: Jill Sandham, Diocesan Safeguarding Adviser, with associate trainers
- Course intended for: Non-stipendiary ministers, Readers, SPAs, churchwardens
- Aims and objectives: Further understanding of safeguarding children and adults who may be vulnerable in the church environment; understanding the role and responsibilities of licensed and accredited ministers and churchwardens; knowledge of diocesan safeguarding policies and procedures; insights into safeguarding practice in the parish
- Teaching methods: Presentations, discussion and case study
- Any reading or preparation? 'A Safe Church', Diocesan Safeguarding Policies and Procedures - *Please bring your copy with you on the day*

Ministry Matters! Forthcoming sessions		
Thursday 14 <sup>th</sup> January	Resurrection	21
Monday 18 <sup>th</sup> AND Tuesday 19 <sup>th</sup> January	Obligations and Legalities of Incumbency	22
Thursday 21 <sup>st</sup> January	"One of Our Congregation Is Being Deported"	23
Tuesday 26 <sup>th</sup> January	Anglicanism and Unity	24
Wednesday 27 <sup>th</sup> January	Addiction	25



# Resurrection

**Thursday 14<sup>th</sup> January 2010, 11am-3pm**

**St George's Church, Borough High Street, Southwark**

- Led by: Paula Gooder, freelance biblical scholar and writer, formerly tutor at Cuddesdon and Queen's College, Birmingham
- Course intended for: All clergy and Readers
- Content of course: An exploration of resurrection: what Jesus' resurrection meant and what our own resurrection might mean, with time for reflection on the pastoral consequences of the idea
- Aims and objectives: A greater understanding of what resurrection meant in the 1<sup>st</sup> century and the implications of this for our own preaching and pastoral care
- Teaching methods: Lectures, group discussion, breakout groups
- Course assumptions? That you bring a Bible!

## Ministry Matters! Forthcoming sessions

Monday 18 <sup>th</sup> AND Tuesday 19 <sup>th</sup> January	Obligations and Legalities of Incumbency	22
Thursday 21 <sup>st</sup> January	"One of Our Congregation Is Being Deported"	23
Thursday 26 <sup>th</sup> January	Anglicanism and Unity	24



# **Obligations and Legalities of Incumbency**

## **Monday 18<sup>th</sup> AND Tuesday 19<sup>th</sup> January 2010**

### **Wychcroft House, Bletchingley, Redhill**

Led by:	Christine Hardman (Archdeacon of Lewisham and Greenwich) and Mark Steadman (Area Dean of Bermondsey)
Course intended for:	Incumbents who are new to this diocese
Content of course:	The legalities and obligations relating to incumbency in the Diocese of Southwark. Topics covered will include the law relating to marriage, burials and cremations, faculty jurisdiction, property and public worship. The course will also include the role of the PCC, churchwardens, and chairing PCC meetings and the annual meetings in the parish
Aims and objectives:	To better equip incumbents for the responsibility they have taken on
Teaching methods:	Lecture, small group work, plenary discussion

#### **Ministry Matters! Forthcoming sessions**

Thursday 21 <sup>st</sup> January	“One of Our Congregation Is Being Deported”	23
Tuesday 26 <sup>th</sup> January	Anglicanism and Unity	24
Wednesday 27 <sup>th</sup> January	Addiction	25



# **“One of Our Congregation Is Being Deported”**

**Thursday 21<sup>st</sup> January 2010, 10am-4pm**

**Trinity House**

- Led by: Nicholas Sagovsky, Canon of Westminster and Terry Drummond, Diocesan Social Responsibility and Regeneration Working Group
- Course intended for: All clergy, Readers, SPAs and lay persons with an interest or expertise in refugee and asylum seeker issues
- Content of course: The workshop will look at issues around the Government’s current policy on refugees and asylum seekers
- Aims and objectives: To look at key issues including: present Government policy; help the local church can offer; what to do if a member of your congregation is refused permission to remain; where to obtain expert help and advice
- Teaching methods: Keynote lecture, small group work and plenary session
- Any reading or preparation? The reports of the Independent Asylum Commission:  
<http://www.independentasylumcommission.org.uk>

**Ministry Matters! Forthcoming sessions**

Tuesday 26<sup>th</sup> January

Anglicanism and Unity

24



# Anglicanism and Unity

**Tuesday 26<sup>th</sup> January 2010, 10am-1pm**  
**Trinity House**

Led by:	Jane Williams, Visiting Lecturer in Theology, King's College London and Lecturer at the St Paul's Theological Centre
Course intended for:	Anyone interested in this topic
Content of course:	Some history of the growth of Anglican diversity and Anglican ecclesiology
Aims and objectives:	An understanding of the unity in diversity of Anglicanism
Teaching methods:	Lectures, group discussions and breakout groups
Course assumptions?	Some knowledge of the Anglican Church

## Ministry Matters! Forthcoming sessions

Wednesday 27 <sup>th</sup> January	Addiction	25
Wednesday 3 <sup>rd</sup> February	Where Is God in Loss and Dereliction?	26
Tuesday 9 <sup>th</sup> February	Ministering across Cultures	27
Friday 12 <sup>th</sup> February	Preaching with Humanity	28
Tuesday 23 <sup>rd</sup> February	Independent Black Majority Churches in South London	29
Wednesday 24 <sup>th</sup> February	Making Sense of Aging	30
Thursday 25 <sup>th</sup> February	Clerical Computing for Dummies	31



# Addiction

**Wednesday 27<sup>th</sup> January 2010, 10.30am-1pm**  
**Trinity House**

- Led by: Nicholas Roberts, Chaplain, Sisters of the Church, and David Ball, Senior Lecturer in Addiction Studies, Institute of Psychiatry, London SE5
- Course intended for: All clergy, Readers, SPAs and anyone interested in this topic
- Content of course: Addressing issues in the pastoral and spiritual care of people in our parishes with addiction to drugs and /or alcohol
- Aims and objectives: To equip clergy and other pastoral care givers to work effectively and safely with people who have addiction problems by, among other things: imparting knowledge of the causes, and of approaches to treatment; and advising on clear access to other organisations for support and onward referral
- Teaching methods: Lectures with opportunities for questions and discussion
- Any reading or preparation? Information is available on:  
<http://www.cofe.anglican.org/info/socialpublic/homeaffairs/alcohol/> and links from there
- Course assumptions? Participants will be invited to speak of their own experiences in this area, and their reflections on them



# **Where Is God in Loss and Dereliction?**

## **Wednesday 3<sup>rd</sup> February 2010, 10.30am-1pm**

### **Trinity House**

Led by:	Claire Peppiatt, SPA and Bereavement Counsellor for High Down Prison Chaplaincy Team
Course intended for:	All clergy, Readers and SPAs – and anyone else interested in the topic, whether you want to look at this area in relation to your own experience or that of those you seek to support
Content of course:	Different forms of bereavement and the spiritual questions they bring; accompanying people through loss and dereliction; living through our own sense of helplessness; exploring insights from literature and the Bible; seeking God within the experience of loss
Aims and objectives:	Reflecting on the spiritual questions awakened by experiences of loss; gaining insight into how we can best come alongside others working through loss and dereliction
Teaching methods:	A combination of input and learning from one another's experience
Any reading or preparation?	A willingness to reflect on our own experience
Course assumptions?	None other than confidentiality



# **Ministering across Cultures**

## **Tuesday 9<sup>th</sup> February 2010, 10.30am-4pm**

### **Trinity House**

Led by:	Delbert Sandiford, formerly Executive Officer, Southwark Diocesan MEAC and Rosemarie Mallett, MEACC Convenor for the Kingston Area
Course intended for:	All Clergy new to the Diocese; all ministers and clergy who have not previously attended this course
Content of course:	Cross-cultural communications; cross-cultural ministry (baptisms, weddings and funerals); empowering minority ethnic members of the congregation; racism awareness
Aims and objectives:	To develop an appreciation of how minority ethnic cultures impact on ministry; to develop participants' understanding of the manifestation and effects of racism; to help participants develop an anti-racist and culturally sensitive approach to ministry
Teaching methods:	Lecture and presentation, case studies, small group work and plenary discussion
Any reading or preparation?	'Baptisms, weddings and funerals: cross-cultural ministry' (Diocese of Southwark publication that will be supplied with the joining instructions)



# **Preaching with Humanity**

## **Friday 12<sup>th</sup> February 2010, 10am-3.30pm**

### **Trinity House**

Led by:	Stephen Wright, co-author of <i>'Preaching with Humanity'</i> and tutor in Biblical Studies and Practical Theology at Spurgeon's College
Course intended for:	Anyone active in the preaching ministry
Content of course:	Exploring a contemporary theology of preaching; contemporary approaches to understanding ourselves and our hearers; making valid connections between Scripture and contemporary life
Aims and objectives:	To encourage and refresh participants and give them new insights and frameworks for their preaching ministry
Teaching methods:	Interactive lecture, questions, discussions, plenary feedback, closing reflections
Any reading or preparation?	Participants will complete a short questionnaire beforehand
Course assumptions?	A willingness to think critically and creatively about preaching ministries and work towards a fresh vision

#### **Ministry Matters! Forthcoming sessions**

Tuesday 23<sup>rd</sup> February

Independent Black Majority Churches in South London

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# **Independent Black Majority Churches in South London**

**Tuesday 23<sup>rd</sup> February 2010, 10am-1pm**

**Trinity House**

Led by:	John Richardson, Ecumenical Project Officer, Diocese of Southwark
Course intended for:	Anyone interested in this topic
Content of course:	The course will look at: the history and development of independent black majority churches which are a significant feature of South London church life, often using Church of England premises for worship and fellowship; and at the issues they present to mainstream denominations.
Aims and objectives:	To have a clearer understanding of what independent black majority churches are and how mainstream denominations can relate to them in a mission setting.
Teaching methods:	Presentations and group discussions
Any reading or preparation?	<ul style="list-style-type: none"><li>• <i>'Look at what the Lord has done! An exploration of black Christian faith in Britain'</i> – Mark Sturge (Scripture Union)</li><li>• <i>'Respect. Understanding Caribbean British Christianity'</i> – Joe Aldred (Epworth)</li></ul>
Course assumptions?	A willingness to know more about an important contemporary phenomenon in church life



# **Making Sense of Ageing ---- for Ourselves and Others**

**Wednesday 24<sup>th</sup> February 2010, 10am-4pm**

**Trinity House**

Led by:	Ann Morisy, author and freelance community theologian who currently works for PSALM (the Project for Seniors and Lifelong Ministry)
Course intended for:	Clergy, Readers and SPAs, especially those approaching retirement, or ministering with significant numbers of older people
Content of course:	Exploring the new map of life; hazards and opportunities associated with ageing; ministry and mission with and for older people; approaches to spirituality in later life
Aims and objectives:	Widened perspective; practice in 'systems thinking'; refreshed attitude to older people and re-assessment of the priorities for ministry and mission
Teaching methods:	Lectures, plenary discussion, breakout groups
Course assumptions?	Willingness to draw insights from one's own experience; willingness for the sexes – who are affected differently - to be patient with each other

## **Ministry Matters! Forthcoming sessions**

Thursday 25<sup>th</sup> February

Clerical Computing for Dummies

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# **Clerical Computing for Dummies**

## **Thursday 25<sup>th</sup> February 2010, 10am-4pm**

### **Trinity House**

Led by:	Mark Charlton, Johanna Clare, Martin Gwilliams and Andrew Nunn
Course intended for:	Any non-experts interested in using more technology in ministry
Content of course:	Choosing hardware and software; technology and worship; blogs and social networking; design for print and PowerPoint; resources for texts, images and video; data protection and copyright.
Aims and objectives:	To demonstrate a little of what is possible and inspire participants to try some new things
Teaching methods:	Lectures and examples from worship. Plenty of time for questions
Any reading or preparation?	Let us know in advance if there is a particular area you would like us to cover

#### **Ministry Matters! Forthcoming sessions**

Saturday 27 <sup>th</sup> February	<i>'Is Anybody There?'</i> Ministering to People with Dementia	32
Tuesday 2 <sup>nd</sup> March	'Doorstep' Ministry – Responding to Unexpected Callers	33
Saturday 6 <sup>th</sup> March	Exploring the Encounter	34
Saturday 13 <sup>th</sup> March	Safeguarding Children and Vulnerable Adults	35
Tuesday 16 <sup>th</sup> March	Effective Ministry with Wounded People	36



***'Is Anybody There?'***  
**Ministering to People with Dementia**  
**Saturday 27 February 2010, 10am-1pm**  
**Trinity House**

Led by:	Hilary Fife, Chaplain, Mayday University Hospital
Course intended for:	Anyone interested in this topic
Content of course:	We will look at the causes of dementia; the progression of the illness; some of the ethical and theological questions it generates; practical aspects – how to visit, how to minister etc.
Aims and objectives:	A fuller understanding of the problems and issues, and ideas and resources for their own ministry to those with the illness
Teaching methods:	Input from course leader, group work, material on DVD
Any reading or preparation?	Reflection on their own experience of people with dementia and the feelings the illness engenders in them

Tuesday 2 <sup>nd</sup> March	<b>Ministry Matters! Forthcoming sessions</b> 'Doorstep' Ministry – Responding to Unexpected Callers	33
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# **‘Doorstep’ Ministry – Responding to Unexpected Callers at the Vicarage or Parish Office**

**Tuesday 2<sup>nd</sup> March 2010, 10.30am-2pm  
Trinity House**

Led by:	Jill Sandham, Diocesan Safeguarding Adviser, and Vickie Sims, Priest-in-charge, Coulsdon, St Andrew
Course intended for:	Parish clergy and members of their households; parish administrators or those in the front line in a parish office
Content of course:	Strategies and ground rules for responding to casual callers, including demands for money; responding to unpredictable behaviour; responding pastorally when alone in the house or the church
Aims and objectives:	To enable clergy and others who may meet unexpected callers to be aware of safeguarding issues, and have strategies to keep themselves and others safe
Teaching methods:	Presentation, discussion and case study
Any reading or preparation?	‘A Safe Church’, Diocesan Safeguarding Policies and Procedures

Saturday 6<sup>th</sup> March

**Ministry Matters! Forthcoming sessions**

Exploring the Encounter

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# Exploring the Encounter

**Saturday 6<sup>th</sup> March 2010, 11am-4pm**

**The London Centre for Spirituality, Lombard Street**

Led by:	The team at The London Centre for Spirituality
Course intended for:	Anyone interested in this topic
Content of course:	A variety of workshops on aspects of prayer and faith as well as a plenary on the nature of the encounter with God
Aims and objectives:	Insight into the topic of the two selected workshops (one morning, one afternoon) and further elucidation of the individual and communal encounter with God
Teaching methods:	One plenary talk and two workshops to be chosen from a range
Notes:	More details available from <a href="http://www.spiritualitycentre.org">www.spiritualitycentre.org</a> – but book through Sue Maree as usual

## Ministry Matters! Forthcoming sessions

Saturday 13 <sup>th</sup> March	Safeguarding Children and Vulnerable Adults	35
Tuesday 16 <sup>th</sup> March	Effective Ministry with Wounded People	36
Tuesday 23 <sup>rd</sup> March	Why Does God Need Two Hands?	37
Monday 19 <sup>th</sup> -Wednesday 21 <sup>st</sup> April	Training Incumbents' Preparatory Residential	38
Thursday 29 <sup>th</sup> April	Preaching the Old Testament	39



# **Safeguarding Children and Vulnerable Adults**

**Saturday 13<sup>th</sup> March 2010, 9.30am-1pm**

**Trinity House**

Led by:	Jill Sandham, Diocesan Safeguarding Adviser, with associate trainers
Course intended for:	Non-stipendiary ministers, Readers, SPAs, churchwardens
Aims and objectives:	Further understanding of safeguarding children and adults who may be vulnerable in the church environment; understanding the role and responsibilities of licensed and accredited ministers and churchwardens; knowledge of diocesan safeguarding policies and procedures; insights into safeguarding practice in the parish
Teaching methods:	Presentations, discussion and case study
Any reading or preparation?	‘A Safe Church’, Diocesan Safeguarding Policies and Procedures <i>Please bring one of the copies from your church with you on the day</i>

## **Ministry Matters! Forthcoming sessions**

Tuesday 16 <sup>th</sup> March	Effective Ministry with Wounded People	36
Tuesday 23 <sup>rd</sup> March	Why Does God Need Two Hands?	37
Monday 19 <sup>th</sup> -Wednesday 21 <sup>st</sup> April	Training Incumbents Preparatory Residential	38
Thursday 29 <sup>th</sup> April	Preaching the Old Testament	39
Thursday 6 <sup>th</sup> May	Sacred Spaces	40



# **Effective Ministry with Wounded People**

## **Tuesday 16<sup>th</sup> March 2010, 10am-4pm**

### **Trinity House**

Led by:	Andrew Wilson, Chaplain, Bethlem Royal Hospital
Course intended for:	All clergy, Readers, SPAs and others who may be interested
Content of course:	Exploring ways of being present with wounded people, and caring for ourselves in this ministry
Aims and objectives:	To become more aware of how to work with care when people are vulnerable, and to discover your own resources for doing so
Teaching methods:	Input from the facilitator, group discussion and breakout groups
Any reading or preparation?	<ul style="list-style-type: none"><li>• Booklet from the Royal College of Psychiatrists – <i>Help at Hand</i> – available on their website</li><li>• <i>A Place for Us</i>, editor Geoffrey Duncan, Granary Press</li></ul>
Course assumptions?	A readiness to work with mess, in ourselves as well as others!

Tuesday 23 <sup>rd</sup> March	<b>Ministry Matters! Forthcoming sessions</b> Why Does God Need Two Hands?	37
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# **Why Does God Need Two Hands?**

## **Tuesday 23<sup>rd</sup> March 2010, 10am-1pm**

### **Trinity House**

Led by:	Dr Marion Gray, Reader at Streatham, Immanuel and St Andrew
Course intended for:	All clergy, Readers and SPAs
Content of course:	An exploration of the Trinity as the basis for the church's mission. All three persons of the Trinity have a full role to play in God's actions in the world and we should therefore look to the Trinity for the underpinning of our mission. Irenaeus will be our first guide, but along the way we shall also encounter the Cappadocians and Augustine.
Aims and objectives:	To broaden the idea of incarnational theology to include all three persons of the Trinity, each with a distinctive role, and to discover how this affects the church's mission.
Teaching methods:	Interactive presentation, discussion
Course assumptions?	A basic knowledge of Trinitarian theology

<b>Ministry Matters! Forthcoming sessions</b>		
Monday 19 <sup>th</sup> -Wednesday 21 <sup>st</sup> April	Training Incumbents' Preparatory Residential	38



# **Training Incumbents' Preparatory Residential**

## **Monday 19<sup>th</sup> April–Wednesday 21<sup>st</sup> April 2009**

### **Wychcroft House, Bletchingly, Redhill**

Led by:	Jane Steen, Director of Ministerial Training
Course intended for:	All who hope to receive a title curate (stipendiary or honorary) at Petertide or Michaelmas 2010
Content of course:	Understandings of ordained ministry; training styles; supervision skills; the legal framework of the Church of England as it is to be taught to curates
Aims and objectives:	To equip clergy training incumbents with the resources they need to give curates excellent starts in ministry
Teaching methods:	Lecture, informal and plenary discussion. Handouts provided at the residential
Any reading or preparation?	This will be sent to training incumbents nearer the time if appropriate
Notes	There is a follow-up day on the penultimate or last Saturday of 2011

Thursday 29<sup>th</sup> April

**Ministry Matters! Forthcoming sessions**  
Preaching the Old Testament

39



# **Preaching the Old Testament**

## **Thursday 29<sup>th</sup> April 2010, 10am-1pm**

### **Trinity House**

Led by:	Sharon Moughtin-Mumby, formerly tutor in Old Testament studies at Cuddesdon
Course intended for:	Clergy, Readers, those who preach
Content of course:	Exploration of the OT as a resource for preaching, with special attention to why, how and when the OT might have something special to offer parishes
Aims and objectives:	To development an understanding of what the OT has to offer within a parish setting; to increase confidence in the use of the OT within preaching; to equip those present with practical ideas for preaching the OT, with attention to important themes; to raise awareness of particular times in the life of a parish when the OT might have something special to offer
Teaching methods:	Combination of presentation, small group work, pairs and plenary

#### **Ministry Matters! Forthcoming sessions**

Thursday 6 <sup>th</sup> May	Sacred Space	40
Saturday 8 <sup>th</sup> May	Quiet Day for NSMs	41
Tuesday 11 <sup>th</sup> May	Responding to Domestic Abuse	42



# **Sacred Space - Creating Spaces and Tools for Prayer within Church Buildings and Grounds**

**Thursday 6<sup>th</sup> May 2010, 10.30am-3pm**

**St George's Church, Borough High Street, Southwark**

Led by:	Chris Chapman, Spiritual Formation Adviser, and members of the Diocesan Spiritual Formation Group
Course intended for:	Anyone interested
Content of course:	Exploring the use of prayer tools such as prayer walks and labyrinths; creating an environment for prayer within the church building; open days for prayer and reaching out to the community; using the senses – creating opportunities for people to see, touch, sense the presence of God
Aims and objectives:	To create a more encouraging and enabling context for prayer within church buildings and grounds
Teaching methods:	Input; examples of prayer tools and opportunity to use them; space to talk through opportunities and difficulties within your local context
Any reading or preparation?	Some illustrative photographs of your church buildings and grounds will be helpful but not essential



# Quiet Day for NSMs

## Saturday 8<sup>th</sup> May 2010, 10am-4pm

### Ham Convent

Led by: Nicholas Roberts, Chaplain, Community of the Sisters of the Church

Course intended for: Non-Stipendiary Ministers

Content of course: This will be a day of quiet and prayer with a number of short addresses

#### Ministry Matters! Forthcoming sessions

Tuesday 11 <sup>th</sup> May	Responding to Domestic Abuse	42
Wednesday 12 <sup>th</sup> May	Preaching Daniel's Visions	43
Saturday 15 <sup>th</sup> May	Voice Coaching	44
Tuesday 18 <sup>th</sup> May	White Leader, Black Church	45
Thursday 20 <sup>th</sup> May	Introducing a Healing Ministry in Your Church	46
Wednesday 2 <sup>nd</sup> and 9 <sup>th</sup> June	Obligations and legalities for Overseas Ministers	47
Tuesday 8 <sup>th</sup> June	Safeguarding in the Pastoral Relationship	48
Wednesday 9 <sup>th</sup> June	Stewardship and Fairer Shares	49
Saturday 12 <sup>th</sup> June	Raising the Dead! On Preaching	50
Monday 14 <sup>th</sup> June	Spiritual Direction and the Clergy	51
Tuesday 22 <sup>nd</sup> June	Safeguarding Children and Vulnerable Adults	52
Thursday 24 <sup>th</sup> June	The Churchyard and the Mission of the Church	53
Thursday 8 <sup>th</sup> July	Preaching Revelation – Holy Is the Lord	54



# **Responding to Domestic Abuse**

## **Tuesday 11<sup>th</sup> May 2010, 10am-1.30pm**

### **Trinity House**

Led by:	Kes Grant, priest at St Hugh Charterhouse Mission and chaplain at St Saviour and St Olave's School, with Jill Sandham, Diocesan Safeguarding Adviser. Kes has 16 years experience as a refuge worker, housing officer and women's centre manager
Course intended for:	All clergy, Readers and SPAs and those with parish safeguarding responsibilities
Content of course:	An understanding of the framework of domestic abuse; harmful theology; the effects of domestic abuse; responses and ways of supporting people, including referring on; dilemmas which may be faced in the parish situation
Aims and objectives:	To raise awareness and develop understanding of domestic abuse, and know how to respond in a church pastoral context
Teaching methods:	Presentation, discussion, exercises and case studies
Any reading or preparation?	Relevant parts of 'A Safe Church', Diocesan Safeguarding Policies and Procedures

#### **Ministry Matters! Forthcoming sessions**

Wednesday 12 <sup>th</sup> May	Preaching Daniel's Visions	43
Saturday 15 <sup>th</sup> May	Voice Coaching	44



# **Preaching Daniel's Visions**

## **Wednesday 12<sup>th</sup> May 2010, 11am-3.30pm**

### **Trinity House**

Led by:	Paula Gooder, freelance Biblical scholar and writer, formerly tutor at Cuddesdon and Queen's College, Birmingham.
Course intended for:	All clergy and Readers
Content of course:	New Patterns of Worship offers modular lectionary material that may be used in ordinary time. This course looks at Module 23 – Visions of Daniel. We will explore the four major passages and the themes they raise for preaching.
Aims and objectives:	Encouragement to try out the modular lectionary and increased appreciation of the symbols and meanings in Daniel's visions
Teaching methods:	Lectures and group discussions
Course assumptions?	That you bring a Bible!

#### **Ministry Matters! Forthcoming sessions**

Saturday 15 <sup>th</sup> May	Voice Coaching	44
Tuesday 18 <sup>th</sup> May	White Leader, Black Church	45
Thursday 20 <sup>th</sup> May	Introducing a Healing Ministry in Your Church	46



# **Voice Coaching**

## **Saturday 15<sup>th</sup> May 2010, 10am-1pm**

### **Trinity House**

Led by:	Betsy Blatchley, previously an actor and director, and a qualified speech and drama teacher
Course intended for:	All clergy, Readers and SPAs
Content of course:	Exploring in very practical terms how to improve our vocal skills, care for our voices and use them to read and communicate more effectively and eloquently
Aims and objectives:	Participants can expect to leave with helpful techniques in breathing, voice production and sight reading; increased confidence in using the voice effectively; and ideas for helping others in their churches to improve their vocal skills
Teaching methods:	A mixture of explanation of methods and techniques combined with group work and individual coaching and practice
Any reading or preparation?	Think beforehand about specific areas of improvement you would like to achieve

#### **Ministry Matters! Forthcoming sessions**

Tuesday 18 <sup>th</sup> May	White Leader, Black Church	45
Thursday 20 <sup>th</sup> May	Introducing a Healing Ministry in Your Church	46



# **White Leader, Black Church**

## **Tuesday 18<sup>th</sup> May 2010, 10am-4pm**

### **Trinity House**

Led by:	Lola Brown, MEAC Executive Officer, and Johanna Clare, Continuing Professional Development Officer
Course intended for:	All clergy, particularly those with significantly BME congregations
Content of course:	Developing understanding around different ethnic groups; exploring the impact of internalised oppression; understanding 'fight and flight' syndrome
Aims and objectives:	To examine and develop practical strategies and share good practice for working with BME majority congregations; to understand the factors that may lead to conflict and unity within ethnic groups in the church.
Teaching methods:	Case studies, lectures, group discussion, group work, role play

#### **Ministry Matters! Forthcoming sessions**

Thursday 20 <sup>th</sup> May	Introducing a Healing Ministry in Your Church	46
Wednesdays 2 <sup>nd</sup> AND 9 <sup>th</sup> June	Obligations and Legalities for Overseas Ministers	47
Tuesday 8 <sup>th</sup> June	Safeguarding in the Pastoral Relationship	48
Wednesday 9 <sup>th</sup> June	Stewardship and Fairer Shares	49
Saturday 12 <sup>th</sup> June	Raising the Dead! On Preaching	50



# Introducing a Healing Ministry in Your Church

**Thursday 20<sup>th</sup> May 2010, 10am-1pm**  
**Trinity House**

Led by:	John Goddard, a retired GP and an Honorary Curate in the Morden Team
Course intended for:	All clergy, Readers and SPAs
Content of course:	To explore Jesus' healing miracles, the miracles of the Apostles and the history of the healing ministry of the church; then look at ways of incorporating this ministry into today's churches
Aims and objectives:	To have an overview of the Christian healing ministry and gain insights into how best to apply such ministry in their own churches
Teaching methods:	Presentation and small group discussions
Any reading or preparation?	<ul style="list-style-type: none"><li>• Morris Maddocks, <i>'The Christian Healing Ministry'</i>, SPCK 1981</li><li>• Roy Lawrence, <i>'The Practice of Christian Healing (a guide for beginners)'</i>, SPCK 1998</li></ul>
Course assumptions?	An interest in this ministry

Wednesdays 2 <sup>nd</sup> AND 9 <sup>th</sup> June	<b>Ministry Matters! Forthcoming sessions</b> Obligations and Legalities for Overseas Ministers	47
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# Obligations and Legalities for Overseas Ministers

**Wednesdays 2<sup>nd</sup> AND 9<sup>th</sup> June 2010, 6.30-9pm**  
**Trinity House**

- Led by: Christine Hardman (Archdeacon of Lewisham and Greenwich), Jane Steen (Director of Ministerial Training) and Mark Steadman (Area Dean of Bermondsey)
- Course intended for: Clergy who were ordained overseas
- Content of course: An introduction to the law relating to the Church of England. Topics covered will include marriage, burials and cremations and public worship. The course will also include the role of the PCC, churchwardens, PCC meetings and the annual meetings in the parish.
- Aims and objectives: To better equip clergy ordained overseas to minister in the Church of England
- Teaching methods: Lecture, small group work, plenary discussion

## Ministry Matters! Forthcoming sessions

Tuesday 8 <sup>th</sup> June	Safeguarding in the Pastoral Relationship	48
Wednesday 9 <sup>th</sup> June	Stewardship and Fairer Shares	49
Saturday 12 <sup>th</sup> June	Raising the Dead! On Preaching	50
Monday 14 <sup>th</sup> June	Spiritual direction and the Clergy	51



# **Safeguarding in the Pastoral Relationship**

**Tuesday 8<sup>th</sup> June 2010, 10am-3pm**

**Trinity House**

Led by:	Jill Sandham, Diocesan Safeguarding Adviser, and Naomi Whittle, Vicar, Shooters Hill, Christ Church,
Course intended for:	All clergy, Readers and SPAs, and anyone engaged in one-to-one parish pastoral relationships or spiritual direction
Content of course:	Highlighting of safeguarding issues in formal and informal pastoral encounters with the congregation and within ministry teams; exploring our own and others' vulnerability, and helpful and inappropriate responses; exploring personal safety and protection; being aware of non-verbal communications
Aims and objectives:	Greater awareness of self and others in keeping safe in sensitive pastoral situations; understanding of confidentiality – what is appropriate to share and with whom
Teaching methods:	Presentation, discussion and case study
Any reading or preparation?	Relevant sections of: 'A Safe Church', Diocesan Safeguarding Policies and Procedures; and of 'Guidelines for the Professional Conduct of the Clergy'
Course assumptions?	Experience in formal or informal pastoral care relationships



# **Stewardship and Fairer Shares**

## **Wednesday 9<sup>th</sup> June 2010, 10am-4pm**

### **Trinity House**

Led by:	Christopher Skilton, (Archdeacon of Lambeth and Chair of the Diocesan Communications & Resources Committee), Canon Wendy Robins (Diocesan Director of Communications & Resources) and Jackie Pontin (Diocesan Stewardship Resources Officer)
Course intended for:	All clergy - but especially incumbents within the Diocese
Content of course:	The principles and biblical and theological basis of stewardship; Diocesan stewardship practices, procedures and resources; the Fairer Shares scheme and the role of the clergy in this
Aims and objectives:	To equip clergy with the resources they need to be passionate about stewardship and better teach and lead on this subject.
Teaching methods:	Lecture, informal and plenary discussion. Handouts provided on the day
Any reading or preparation?	Participants will be asked to review the way that stewardship is practiced in their local context and to read <i>Not just when we're broke...</i> and <i>Keeping stewardship in the picture...</i> which will be included with the joining instructions
Course assumptions?	The day is about stewardship not fundraising. Stewardship is a profoundly spiritual issue and can only properly be addressed in that context.



# **Raising the Dead! On Preaching**

## **Saturday 12<sup>th</sup> June 2010, 10am-1pm**

### **Trinity House**

Led by:	Rt Rev Nicholas Baines, Bishop of Croydon
Course intended for:	Clergy and Readers
Content of course:	Preaching as effective communication in an over-stimulated world – recovering confidence in the monologue
Aims and objectives:	To think afresh about preaching in terms of content, language and style
Teaching methods:	Presentation and discussion
Course assumptions?	Those attending are practitioners rather than consumers.

#### **Ministry Matters! Forthcoming sessions**

Monday 14 <sup>th</sup> June	Spiritual Direction and the Clergy	51
Tuesday 22 <sup>nd</sup> June	Safeguarding Children and Vulnerable Adults	52
Thursday 24 <sup>th</sup> June	The Churchyard and the Mission of the Church	53
Thursday 8 <sup>th</sup> July	Preaching Revelation – Holy Is the Lord	54



# **Spiritual Direction and the Clergy**

**Monday 14<sup>th</sup> June 2010, 11am-4pm**

**The London Centre for Spirituality, Lombard Street**

- Led by: Andrew Walker, Director of The London Centre for Spirituality
- Course intended for: All clergy
- Content of course: The giving and receiving of spiritual direction for those in ordained ministry
- Aims and objectives: A review of the main issues around this topic; further reflection on one's own experience of being directed; and a chance to enhance the skills of working with others
- Notes: More details available from [www.spiritualitycentre.org](http://www.spiritualitycentre.org) – but book through Sue Maree as usual

## **Ministry Matters! Forthcoming sessions**

Tuesday 22 <sup>nd</sup> June	Safeguarding Children and Vulnerable Adults	52
Thursday 24 <sup>th</sup> June	The Churchyard and the Mission of the Church	53
Thursday 8 <sup>th</sup> July	Preaching Revelation – Holy Is the Lord	54



# Safeguarding Children and Vulnerable Adults

**Tuesday 22<sup>nd</sup> June 2010, 10am-3pm**

**Trinity House**

- Led by: Jill Sandham, Diocesan Safeguarding Adviser, with associate trainers
- Course intended for: All **new** clergy of incumbent status and/or with charge of a congregation, and clergy new to the diocese
- Aims and objectives: Further understanding of safeguarding children and adults who may be vulnerable in the church environment; understanding the role and responsibilities of incumbents; knowledge of diocesan safeguarding policies and procedures; insights into safeguarding practice in the parish
- Teaching methods: Presentations, discussion and case study
- Any reading or preparation? 'A Safe Church', Diocesan Safeguarding Policies and Procedures - *Please bring your copy with you on the day*
- Course assumptions? New incumbents/priests-in-charge, and clergy new to the diocese **must** attend

## Ministry Matters! Forthcoming sessions

Thursday 24 <sup>th</sup> June	The Churchyard and the Mission of the Church	53
Thursday 8 <sup>th</sup> July	Preaching revelation – Holy Is the Lord	54



# **The Churchyard and the Mission of the Church**

**Thursday 24<sup>th</sup> June 2010, 10.30am-3.30pm**

## **A 'working' churchyard in the Croydon Episcopal Area**

- Led by: Chris Skilton (Archdeacon of Lambeth) and Andrew Lane (Deputy Diocesan Secretary and Secretary to the DAC)
- Course intended for: All clergy – and others in the parish who have a particular responsibility for the churchyard are welcome to participate
- Content of course: Forming a churchyard policy; memorials; pastoral sensitivities and rules; interment of ashes; ecology; health and safety
- Aims and objectives: To gain new insights into how the churchyard plays an important part in the ministry and mission of the church and see how liturgy, legal frameworks, pastoral care and ecological concerns come together
- Teaching methods: A mixture of presentation, plenary and group discussion, consideration of case studies and a tour of a churchyard
- Any reading or preparation? Those registering will be sent a copy of the Diocesan Churchyard Regulations
- Course assumptions: That a parish with a churchyard has mission opportunities and challenges!



# **Preaching Revelation – Holy Is the Lord**

**Thursday 8<sup>th</sup> July 2010, 11am-3.30pm**

**48 Union Street, SE1**

Led by:	Paula Gooder, freelance Biblical scholar and writer, formerly tutor at Cuddesdon and Queen's College, Birmingham
Course intended for:	All clergy and Readers
Content of course:	New Patterns of Worship offers modular lectionary material that may be used in ordinary time. This course looks at Module 46 – Revelation series B. We will explore the five major passages and the themes they raise for preaching.
Aims and objectives:	Encouragement to try out the modular lectionary and increased appreciation of the symbols and meanings in these readings from the Revelation of John.
Teaching methods:	Lectures and group discussions
Course assumptions?	That you bring a Bible!



## How to Register ...

### What to do

Contact **Sue Maree** at Trinity House at least 7 working days before the training event. Telephone 0207 939 9475; e-mail: [sue.maree@southwark.anglican.org](mailto:sue.maree@southwark.anglican.org) If there is any reading material to be sent to you, please book at least 14 days before. Sue will send out information about the relevant course including travel details and reading material.

Numbers on all courses are limited by the size of the room available and may therefore be oversubscribed. Some course leaders may specify a minimum number of participants. Please, therefore, book early. **Please let Sue Maree know if you cannot come on a course for which you have registered.**

If you are a Christian who is NOT from the Diocese of Southwark, you may register for and attend courses on which there is space and within whose intended 'target group' you come, for a fee of:

£20 per session for any part-day course happening in Trinity House, or

£40 per day for any full day course happening in Trinity House, or

£50 per day (plus residential costs if appropriate) for any course happening elsewhere.



# **Clergy Pages**

CME Personal Allowance Scheme

Diocesan Grants for Major Academic Awards

Extended Study (Sabbatical) Leave



# Personal Allowance Scheme

## For whom?

All licensed or beneficed clergy in the Diocese of Southwark, who are no longer serving their title

## For what?

Courses, conferences and similar undertakings which contribute to ministerial formation on a personal, skills or educational level. Areas for development may be highlighted as a result of the annual ministerial interview.

## How much?

£150 per year. Stipendiary clergy only may accumulate this for a maximum of **three** years; funding may not be taken in annual advance. At the end of the three year cycle, all accumulation is lost, whether spent or not. All stipendiary clergy come within the same three year cycle, regardless of when they come to the Diocese or when they ceased their title. The present three year cycle began on 1<sup>st</sup> January 2009. The scheme is administered in whole years

## How do I access the money?

In writing to the Director of Ministerial Education, who may ask for supporting documentation. Receipts or invoices (which may be paid direct) are required before money is released.

## Then what?

After using the Personal Allowance money, clergy are asked to tell the Director of Ministerial Education of particularly useful courses to which others can be directed.



# Diocesan Grants for Major Academic Awards

**Types of Course** Major academic awards may be made available for academic courses of study which will enhance the ministry of a particular priest and benefit the wider church. Courses must have the approval of the Area Bishop.

**Available funding** There are a maximum of 24 grants available in any one year for stipendiary clergy only at the discretion of the Diocesan Bishop. However, most courses last at least two years, and awards will be made in principle to cover the duration of the course up to maximum of three years (depending on satisfactory performance). There may therefore be fewer than 24 new grants each year. Grants are of £450 and may be augmented by the Personal Allowance. They are not awarded to clergy who have had a sabbatical within the last two years or who propose to have one in the coming two years nor to those planning to leave the Diocese of Southwark. Discussion concerning academic study properly begins with the appropriate Area Bishop.

**How to plan** Undertaking a part-time course of study to degree or diploma level is very costly in financial and in other terms. Those applying for a grant must show that they have discussed the implications of the proposal with their parish as well as with the Area Bishop. Part-time study at degree or diploma level requires approximately **15** hours applied study a week, plus preparatory time (travelling, book-finding etc). Clergy must be clear how they can programme this into their timetable. What will have to be given up or not attempted in ministerial practice? What impact will it have on other activities and time off? Applications must provide full details of the course including time commitment and its usefulness for the Church's needs and to the individual's ministry. Preference is likely to be given to those who are nearer the beginning than the end of their ministry, and to those who have already shown evidence of particularly strong academic aptitude. Application is not a guarantee of an award. Receipts or invoices must be produced before the Director of Ministerial Education can release funds and, after the first year, report on progress. Clergy should indicate **both** to the Area Bishop **and** to the Director of Ministerial Education their desire to pursue further study and to seek an Award. Major academic courses may not be substituted for IME 4-7 and awards are not made to title curates.

**Bursaries for Readers** The Southwark Diocesan Readers Board are able to offer limited financial assistance to Readers who wish to engage in further study or training. Primary awards are available to help with the cost of fees for ongoing study courses (but the maximum amount is usually £150). Smaller, secondary awards can be made for day events, weekend conferences and short-term courses, etc. Please note: awards can only be made if the course or event is "*likely to enhance the applicant's Reader ministry*" and priority is given to Readers with limited personal financial resources. Enquiries/applications should be made to Nigel Stone, the Director of Reader CME.



# Extended Study (Sabbatical) Leave

## Introduction

Extended Study Leave is given at the discretion of the Bishop and constitutes a period away from the parish or sphere of ministry. There are two kinds of Southwark Sabbatical:

- The six week ESL (**a mini-sabbatical**) may be appropriate after a minimum of seven years in orders. This consists of six weeks paid leave, but without extra grant funding;
- The three-month ESL (**a full sabbatical**) may be appropriate after a minimum of fourteen years in orders. This consists of three months' paid leave, and possible grant funding of £900 (excluding any Personal Allowance money).

**There are eighteen sabbatical grants and places at most each year, usually fully booked up to two years ahead; do plan in advance for sabbaticals.**

Mini- and full sabbaticals are not usually taken at intervals shorter than fourteen years between the same kind of sabbatical or at intervals shorter than seven years between an alternative kind. A sabbatical is not a right.

## For whom?

Stipendiary clergy at the discretion of the Bishop who:

- have been at least 2 years in their present post;
- are not actively looking for a move during the planning or leave period;
- are not within three years of a proposed retirement date;
- have not received a Major Academic Course grant from the diocese within the previous two years or who intend to seek one in the next two years;
- have been ordained for 14 years or more.

Either a long or a short sabbatical should be planned to be of help to ministry, either directly (if the emphasis is on study and skills) or indirectly (if the emphasis is more on personal development and renewal).



### How do I set about a sabbatical?

- seek the advice of the Area Bishop and discuss plans with the Director of Ministerial Education. Written plans, including details of parish cover, should be submitted to the Area Bishop and the Director of Ministerial Education.
- The Area Bishop will ensure proper communication with the Area Dean, having due regard to envisaged vacancies, others on leave and so on, in the Deanery.

### Planning

Consider the following

1. Clarification of aim (what is to be done, why, when and where)
2. Main topic for study or area of personal development
3. Reflection on the possible implications, including spiritually, of leave
4. Other activities if any in addition to 2.
5. Parish, including cover, assistant staff, and consequences for the deanery: the Area Dean should be informed of a proposed sabbatical at the earliest opportunity
6. Family/personal circumstances
7. Reporting back

### Finance

- Receipts and/or invoices must also be sent to the Director of Ministerial Education before a grant is released
- Accumulated CME money may be used



## Funding (external possibilities)

In addition to the discretionary diocesan grant, clergy should consider applying for external funding. The following may be useful:

- The Ecclesiastical Insurance Group **Ministry Bursary Awards Scheme**: The EIG Bursary Award Scheme is open to those in full time stipendiary ministry and can assist financially with a work-related project, a study course away, or support research in the UK or abroad. Applicants must normally have completed at least 10 years full time stipendiary ministry. The closing date for applications for awards for each year is generally the end of September of the previous year. For more detail, see the EIG website, call Iain Hearn of EIG on 01452 528533 ext 2104 or email [ecclesiastical@eigmail.com](mailto:ecclesiastical@eigmail.com)
- Sion College makes grants to clergy in London Metropolitan Boroughs south of the River Thames. Membership is required for a grant application and costs £20.00 per annum, or £15.00 if you are willing to receive emailed information only. Email Morag Todd [[sioncollege@tiscali.co.uk](mailto:sioncollege@tiscali.co.uk)] for an application form, and see the College website for more detail ([www.sioncollege.org](http://www.sioncollege.org))
- The Alexis Trust: Grants (c£50) for Christian activities. Write to Prof D W Vere, 14 Broadfield Way, Buckhurst Hill, IG9 5AG
- The S George's Trust: Grants, including clergy grants towards sabbatical expenses. Write, with details of the project its likely cost and an indication of available funds, as far in advance as possible before March or September each year, with an sae to Dr Morley James Stuart, Senior Trustee, St Edward's House, 22 Great College Street, SW1P 3QA , e-mail: [guestmaster@ssje.org.uk](mailto:guestmaster@ssje.org.uk)
- The Harold Buxton Trust: for specialist sabbaticals only, for people undertaking projects promoting mutual interchange and understanding between the Anglican, Roman Catholic and Orthodox Churches. One off grants for travel expenses for study/exchange visits in Eastern Europe, former USSR countries and the Middle East: Write to or ring: Mrs Pat Phillips c/o SPCK, Holy Trinity Church, Marylebone Road NW1 4DU (020 7643 0382) [pPhillips@spck.org.uk](mailto:pPhillips@spck.org.uk) to see if your plans are within the terms of the Trust.
- Women may also make applications to: The Gilmore Fund - contact the secretary, the Revd Justine Middlemiss (see diocesan directory); the Women's Continuing Ministerial Education Trust - contact the Ministry Division at Church House



- All clergy may consider applications to charities in support of their own theological tradition, to local charities or to charities with which they may have association e.g. livery companies, parish patrons etc.
- The English-Speaking Union offer a grant of up to £1,800 to members of the clergy from all denominations to undertake a tour in the US for up to four weeks with the aim of fostering understanding and the exchange of ideas. Recent scholars have explored pastoral care and ecumenical links. There is one grant each year. The application deadline is in June, with interviews in July. More details are available from [www.esu.org/page.asp?p=1795](http://www.esu.org/page.asp?p=1795)



# IT Courses

IT courses of all levels and types are run by local authorities and local educational establishments.

As individuals' training needs are so diverse in this area, we would recommend looking for suitable training courses in your local area. Local authorities in which Diocese of Southwark parishes come are listed below, together with their websites.

London Borough of Bexley	<a href="http://www.bexley.gov.uk">www.bexley.gov.uk</a>	Mole Valley District Council	<a href="http://www.mole-valley.gov.uk">www.mole-valley.gov.uk</a>
London Borough of Bromley	<a href="http://www.bromley.gov.uk">www.bromley.gov.uk</a>	Reigate and Banstead Borough Council	<a href="http://www.reigate-banstead.gov.uk">www.reigate-banstead.gov.uk</a>
London Borough of Croydon	<a href="http://www.croydon.gov.uk">www.croydon.gov.uk</a>	London Borough of Richmond	<a href="http://www.richmond.gov.uk">www.richmond.gov.uk</a>
London Borough of Greenwich	<a href="http://www.greenwich.gov.uk">www.greenwich.gov.uk</a>	London Borough of Southwark	<a href="http://www.southwark.gov.uk">www.southwark.gov.uk</a>
Royal Borough of Kingston upon Thames	<a href="http://www.kingston.gov.uk">www.kingston.gov.uk</a>	London Borough of Sutton	<a href="http://www.sutton.gov.uk">www.sutton.gov.uk</a>
London Borough of Lambeth	<a href="http://www.lambeth.gov.uk">www.lambeth.gov.uk</a>	Tandridge District Council	<a href="http://www.tandridge.gov.uk">www.tandridge.gov.uk</a>
London Borough of Lewisham	<a href="http://www.lewisham.gov.uk">www.lewisham.gov.uk</a>	London Borough of Wandsworth	<a href="http://www.wandsworth.gov.uk">www.wandsworth.gov.uk</a>
London Borough of Merton	<a href="http://www.merton.gov.uk">www.merton.gov.uk</a>	Surrey County Council	<a href="http://www.surreycc.gov.uk">www.surreycc.gov.uk</a>

In addition, Church House Communications Department courses can be seen at [www.commstraining.cofe.anglican.org](http://www.commstraining.cofe.anglican.org)



## All courses in alphabetical order

**All courses start at the time indicated but coffee is available up to 30 minutes before (i.e. for a start time of 10.30am coffee is available from 10.00am)**

Title	Date and time	Page
Addiction	Wednesday 29 <sup>th</sup> January 2010, 10.30-1pm	25
Anglicanism and Unity	Tuesday 26 <sup>th</sup> January 2010, 10am-1pm	24
Building Projects I: Successful Capital Fundraising in a Recession	Wednesday 4 <sup>th</sup> November 2009, 9.45am-1pm	10
Building Projects II: Legal and Technical	Wednesday 4 <sup>th</sup> November 2009, 2-4pm	11
Church Buildings : a Place for Meeting the Community and Meeting the Divine	Tuesday 24 <sup>th</sup> November 2009, 10.30am-4pm	18
The Churchyard and the Mission of the Church	Thursday 24 <sup>th</sup> June 2010, 10.30am-3.30pm	53
Clerical Computing for Dummies	Thursday 25 <sup>th</sup> February 2010, 10am-4pm	31
Death, Bereavement and Life's Big Questions in Work with Children and Adults	Saturday 17 <sup>th</sup> October 2009	8
'Doorstep' Ministry – Responding to Unexpected Callers	Tuesday 2 <sup>nd</sup> March 2010	33
Effective Ministry with Wounded People	Tuesday 16 <sup>th</sup> March 2010	36
Exploring the Encounter	Saturday 6 <sup>th</sup> March 2010	34
Expository Preaching	Saturday 7 <sup>th</sup> November 2009	13
Help! Another Big Decision to Make	Thursday 17 <sup>th</sup> September 2009	4
Housing and Homelessness	Monday 23 <sup>rd</sup> November 2009, 10.30am-3pm	17
Independent Black Majority Churches in South London	Tuesday 23 <sup>rd</sup> February 2010, 10am-1pm	29
Introducing a Healing Ministry in Your Church	Thursday 20 <sup>th</sup> May 2010, 10am-1pm	46
Intercessions and Training Others to Lead Them	Saturday 28 <sup>th</sup> November 2009, 10am-1pm	19



“Is Anybody There?” – Ministering to People with Dementia	Saturday 27 <sup>th</sup> February 2010, 10am-1pm	32
Making Sense of Ageing – for Ourselves and Others	Wednesday 24 <sup>th</sup> February 2010, 10am-4pm	30
Ministering across Cultures	Saturday 21 <sup>st</sup> November 2009, 10.30am-4pm	16
Ministering across Cultures	Tuesday 9 <sup>th</sup> February 2010, 10.30am-4pm	27
Obligations and Legalities for Overseas Ministers	Wednesdays 2 <sup>nd</sup> and 9 <sup>th</sup> June 2010	47
Obligations and Legalities of Incumbency	Monday 18 <sup>th</sup> and Tuesday 19 <sup>th</sup> January 2010	22
“One of Our Congregation is Being Deported”	Thursday 21 <sup>st</sup> January 2010, 10am-4pm	23
Pastoral Care for Ex-Offenders	Thursday 19 <sup>th</sup> November 2009, 10am-1pm	15
Preaching Daniel’s Visions	Wednesday 12 <sup>th</sup> May 2010, 11am-3.30pm	43
Preaching Revelation	Thursday 8 <sup>th</sup> July 2010, 11am-3.30pm	54
Preaching the Old Testament	Thursday 29 <sup>th</sup> April 2010, 10am-1pm	39
Preaching with Humanity	Friday 12 <sup>th</sup> February 2010, 10am-3.30pm	28
Quiet Day for NSMs	Saturday 8 <sup>th</sup> May 2010, 10am-4pm	41
Raising the Dead! On Preaching	Saturday 12 <sup>th</sup> June 2010, 10am-1pm	50
Readers’ Funeral Course	29 <sup>th</sup> September-14 <sup>th</sup> October 2009, 7-9pm	6
Refreshing Surrogacy	Wednesday 11 <sup>th</sup> November 2009, 10am-1pm	13
Responding to Domestic Abuse	Tuesday 11 <sup>th</sup> May 2010, 10am-1.30pm	42
Resurrection	Thursday 14 <sup>th</sup> January 2010, 11am-3pm	21
Sacred Space – Creating Spaces and Tools for Prayer within Church Buildings and Grounds	Thursday 6 <sup>th</sup> May 2010, 10.30am-3pm	40
Safeguarding Children and Vulnerable Adults <i>for Clergy of Incumbent Status</i>	Wednesday 9 <sup>th</sup> September 2009, 10am-3pm	2
<i>for Non-Stipendiary Clergy, Readers, SPAs, Churchwardens</i>	Saturday 28 <sup>th</sup> November 2009, 10am-1.30pm	20
<i>for Non-Stipendiary Clergy, Readers, SPAs, Churchwardens</i>	Saturday 13 <sup>th</sup> March 2009, 9.30am-1pm	35
<i>for New Incumbents and Clergy New to the Diocese</i>	Tuesday 22 <sup>nd</sup> June 2010, 10am-3pm	52
Safeguarding in the Pastoral Relationship	Tuesday 8 <sup>th</sup> June 2010, 10am-3pm	48
Spiritual Direction and the Clergy	Monday 14 <sup>th</sup> June 2010, 11am-4pm	51
Stewardship and Fairer Shares	Wednesday 9 <sup>th</sup> June 2010, 10am-4pm	49



Successful Revenue Fundraising during a Recession	Saturday 19 <sup>th</sup> September 2009, 9.45am-1pm	5
Supporting People with Mental Health Needs	Thursday 22 <sup>nd</sup> October 2009, 10am-4pm	9
Training Incumbents' Preparatory Residential	Monday 19 <sup>th</sup> –Wednesday 21 <sup>st</sup> April	38
Voice Coaching	Saturday 15 <sup>th</sup> May 2010, 10am-1pm	44
A Way to Live: Fostering Individual and Congregational Spiritual Development through 'Rules' or 'Ways' of Life	Saturday 14 <sup>th</sup> November 2009, 10am-1pm	14
Where is God in Loss and Dereliction?	Wednesday 3 <sup>rd</sup> February 2010, 10.30am-1pm	26
White Leader, Black Church	Tuesday 18 <sup>th</sup> May 2010, 10am-4pm	45
Whither Ecumenism?	Tuesday 13 <sup>th</sup> October 2009, 10am-1pm	7
Why Does God Need Two Hands?	Tuesday 23 <sup>rd</sup> March 2010, 10am-1pm	37
Worship Creativity and Imagination	Thursday 10 <sup>th</sup> September 2009, 10am-4pm	3



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