



# Diocese of Southern Ohio

## Pastoral Leader Job Description

### Description

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. For example, a lay leader may serve during a clergy transition.

### Qualification

A [confirmed communicant in good standing](#) may be licensed by the ecclesiastical authority to serve as *Pastoral Leader, Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, Evangelist, or Catechist*.

### Training Requirement

Prior to applying for a license, an applicant must have completed Safe Church certification and dismantling racism training. The bishop may require applicants to complete additional training according to the license sought. This particular license also requires Mandated Reporter and Title IV training with the Canon to the Ordinary prior to licensing.

### Supervision

The Episcopal Church understands these ministries to be in the care of clergy in charge of congregations, or their designees ([Title III, Canon IV in the Constitution and Canons of the Episcopal Church](#)). If a congregation is without clergy leadership, the Canon to the Ordinary will be responsible for discerning with parish leadership who may serve in that role.

### Continuing Education

The expectation for all licensed ministries is that the individuals will continue to deepen their formation and craft in regular consultation with supervising clergy. Opportunities need not involve conferences or classes. However, if our diocesan relationship with the Church Divinity School of the Pacific would benefit you, please be in touch with the [Rev. Melanie Slane](#) directly for a current list of courses available at a discounted price.

## Deployment

Licenses in the Diocese of Southern Ohio are valid only for the parish where membership is located and supervision is possible. Licenses do not transfer outside of the footprint of this diocese and only to other parishes in consultation with, and by approval of, the Priest in Charge and Bishop.

## Duration of License

Licenses expire on the eve of Advent 1, year A, or upon transfer of membership outside of the Diocese of Southern Ohio, or as otherwise noted above.

## Eligibility for Renewal and Process

Application to renew licenses may be considered, at the discretion of the Bishop Diocesan, and provided that continuing education and formation has been documented, endorsement by the Priest in charge/Rector of the congregation, appropriate trainings have been re-certified and submitted to the diocesan office, and all proper application paperwork is received.