

**PASTORAL RELATIONS COMMISSION: LICENSED LAY WORSHIP LEADERS COMMITTEE
POLICY**

This policy outlines the purpose, accountability, authority, membership and responsibilities of the Licensed Lay Worship Leaders Committee and the relationship with the Pastoral Relations Commission

Date Approved: February 26, 2019 Amended and Approved: November 30, 2021	Review by PR Commission date: 2024
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PURPOSE:

The Licensed Lay Worship Leaders (LLWL) Committee will implement the License Lay Worship Policy of Shining Waters Regional Council. The Pastoral Relations Commission is responsible for licensing Licensed Lay Worship Leaders for Shining waters Regional Council.

The Committee will provide support and oversight to Licensed Lay Worship Leaders within Shining Waters Region and be a recommending and reporting body to the Pastoral Relations Commission.

ACCOUNTABILITY

The Licensed Lay Worship Leaders Committee is accountable to the Pastoral Relations Commission

AUTHORITY

The Licensed Lay Worship Leaders Committee interviews and recommends to the Pastoral Relations Commission a layperson who is a full member of a Community of Faith for licensing and re-licensing.

MEMBERSHIP

A chair and four to six people to allow for a balance of Licensed Lay Worship Leaders members and non- Licensed Lay Worship Leaders members.

QUORUM:

The quorum will be 50% plus one, or at least three persons with at least one ministry personnel and one lay member.

TERMS OF OFFICE

The members will be elected by the Regional Council with staggered terms

The term will be for three years with a renewal for one term. After a one year hiatus, an individual may be elected again.

MEETINGS

The Committee will meet in person or by electronic or other means at least biannually or as frequently as needed.

RESPONSIBILITIES DELEGATED TO THE LICENSED LAY WORSHIP LEADERS COMMITTEE

The Licensed Lay Worship Leaders Committee will be responsible for:

1. Interviewing a layperson and recommending licensing to the Pastoral Relations Commission.
2. Interviewing and recommending re-licensing for Licensed Lay Worship Leaders every three years.
3. Recommending exemption from the approved Licensed Lay Worship Leaders preparatory course.
4. Ensuring a Licensed Lay Worship Leader has completed all mandatory workshops and is current with their police records check according to the policies set by The United Church of Canada.
5. Ensuring a Licensed Lay Worship Leader is recognized at a service of worship at the time of their initial licensing.
6. Providing ongoing support and guidance to a Licensed Lay Worship Leader.

STAFF SUPPORT

The Pastoral Relations Ministers will provide support to the Committee.

