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# Authorised Lay Ministry



## Course Prospectus

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**2025**

# Foreword

From Bishop David

I've been involved in ALM schemes of one sort or another since my own days as a parish priest in Rotherham in the 1990s. The take-off of interest in such schemes in more recent years here in the Diocese of Manchester has been a marvellous sign of how the Holy Spirit is equipping men and women for service and ministry in the Church.

I can promise anyone interested in this scheme that any such training will be demanding and stretching but that it will inevitably draw you deeper into Christ. You will learn from each other as well as from those charged with leading the course. You will grow in knowledge, in experience and in confidence.

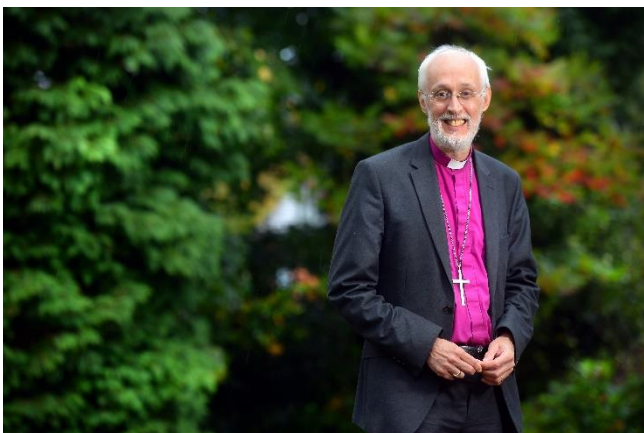
To put it more bluntly you'll be growing more closely into the likeness of Christ for which you and all of us are destined.

Yours ever,



**The Rt Revd Dr David Walker**

**Bishop of Manchester**



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# General Information

## What is an Authorised Lay Minister?

Authorised Lay Ministers (ALMs) are lay people active in church life, who have been identified by their parish as having a particular gifting, vocation or calling to lay leadership, i.e. those called to work collaboratively alongside their incumbent and wider ministry teams with a distinct focus on growing, nurturing and serving the wider parish community.

ALMs are nominated by their incumbent and PCC for training in line with their parish Mission Action Plan (MAP) and diocesan selection criteria. Once trained they are authorised by the Bishop of Manchester to carry out a mutually agreed ministry role back within their local parish context. An ALM's authorisation lasts for 3 years after which time it can be reviewed, updated and renewed.

## How are ALMs selected and nominated?

Authorised Lay Ministry is based on a collaborative model of ministry and is therefore not about any one person's desire to serve or minister. ALMs are authorised to work collaboratively as part of the wider ministry team, in a specific local context and with a mutually agreed ministerial role description. As such, any nominations for ALM must meet the diocesan selection criteria, align with the parish Mission Action Plan (MAP) and represent the expressed desire of the wider parish community as the incumbent, individual and PCC discern and respond to God's call together. For more information on selecting and nominating an ALM please see the [ALM Handbook for Clergy and PCCs](#).

## What's the difference between being authorised and being licensed as a Lay Reader?

The Office of Reader is a lay ministry in the Church of England nationally accredited, episcopally licensed and governed by Canon Law. Readers have undergone more substantial theological training and are licensed by the Bishop to preach, teach and conduct funerals as key elements of their ministry. In this sense, Readers are more deployable and can work across parish boundaries with a higher degree of autonomy.

ALMs are different in that they are 'authorised' by the Bishop for an agreed collaborative ministry role within a specific parish context. An ALM's training is much shorter, has less theological depth and is generally more practical in its focus. In recognition of this, ALMs cannot work across parish boundaries without explicit permission and must have a higher level of supervision and support. ALMs must also apply to be re-authorised every 3 years.

# Course Aims, Goals and Expectations

## Course Aim

To empower, enable and equip lay leaders to become courageous and missional whole life disciples who are capable of ministering effectively and collaboratively in their local parish churches, communities and frontlines.

## Course Goals

- To provide participants with a safe and unique learning environment where they can develop and grow alongside fellow Christians from a variety of different church traditions and backgrounds.
- To empower participants to develop their calling and gifts as lay leaders and to deepen their ongoing journey of faith as missional whole-life disciples in the everyday stuff of life.
- To enable participants to grasp the importance of mission, including the knowledge and skills they will need to minister effectively, courageously and collaboratively in their own local contexts and frontlines.
- To equip participants with the tools they will need to grow and thrive in their ministries and the resources and support required to remain healthy and fruitful.

## Course Expectations

### Attendance

To be considered for commissioning all participants must maintain a minimum attendance rate of 75% during both the Core Leadership Module and their Ministry Elective Course. This is to ensure that a base level of training has been met and that all participants are fully equipped and ready for authorisation.

### Linkwork

To help participants get the most out of the Core Leadership Module they will be given linkwork to complete between each of the sessions. The linkwork will usually include a few simple questions to think about or some basic preparation work for the next session. Each linkwork is designed to take no longer than 20-25 minutes.



## **Leading Opening Prayers/Reflections**

During the course we encourage all participants to engage with others in leading and facilitating short times of opening prayers/reflections. Guidance and support for this will be provided in the course handbook.

## **Learning Journal**

During the course we encourage all participants to keep some form of learning record or reflective journal. This is intended to take no longer than 15-20 minutes after each session and is part of developing the skills of reflective practice. Participants will be given further support and guidance on this and will not be asked to share or submit their journals.

## **Reading**

There is no expectation for course participants to do lots of reading. However, for those wanting to delve a little deeper there will be suggested resources and recommended reading lists provided on both the Core Leadership Module and during the Ministry Elective Courses. Participants will also be given full access to the borrowing library at St Johns House.

## **Learning Task**

As part of the Ministry Elective Course all participants may be given the opportunity to prepare and submit a short learning task set by the tutor. This could be a short book review, a presentation or a simple task related to that ministry area. Guidance and support for this will be provided.

## **Parish Visitation(s)**

As part of reflective practice and personal development we ask that all participants arrange at least one parish visitation during their training period. This tends to work best if it is to a parish that is different from their own context in terms of tradition and practices. Guidance and support on this will be provided in the course handbook.

## Course Outline and Key Dates

The ALM training course is broken down into three terms that run each year from January to September. More specific details on the Core Leadership Module and each of the ministry training courses can be found later in the prospectus.

### Course Induction

**Saturday 18 January, 10am-1pm @ online Via Zoom**

A chance for applicants and their supporting ministers to find out more about the course and to meet their course tutors, course support team and other course participants.

### Core Leadership Module

The Core Leadership Module runs between January and Easter. There are 3 attendance options available (including in person and online) and applicants will be asked to choose their preferred option as part of the initial application process.

### Safeguarding Training

This compulsory training will focus on our common responsibility to safeguard children, young people and vulnerable adults. It will also explore the ways in which we are all part of creating church environments where children and young people are nurtured and protected; and where all people, especially those who may be vulnerable for any reason, are able to worship and pursue their faith journey in safety. This training is now done online and more details will be sent to all course participants after the Easter break.

### Ministry Elective Courses

All of the ministry elective courses run from the end of April to mid-July. There are a number of options available and further details on each course can be found later in the prospectus.

### Summer Conference

**Saturday 19 July, 10am-3pm @ Brunswick Parish Church**

Every year we offer all course participants the opportunity to join the wider ALM community in gathering together for our annual ALM Summer Conference.

## Ministry Role Descriptions

Once the ministry elective courses end, all course participants will be asked to work alongside their supporting ministers to update and finalise their ALM Ministry Role Description. This must be agreed and signed off by the PCC and Parish Safeguarding Officer before the Service of Authorisation and Commissioning in September.

## Retreat Day

**Saturday 06 September, 10am-2pm @ The Nazarene Theological College, Didsbury**

In preparation for authorisation and commissioning, all participants are invited to a led retreat day. This is the final step before authorisation and has a focus on exploring some of the spiritual tools and practices that can help us to connect and find intimacy with God. Prayer support is available throughout the day and there will also be shared times of worship, prayer and communion.

## Service of Authorisation and Commissioning

**Saturday 20 September, 2.30-4pm @ Manchester Cathedral**

This service is led by the Bishop of Manchester and following a time of worship, prayer and committal, culminates in the authorisation and commissioning of ALMs to their various parish ministries. This is a wonderful time of celebration and a fantastic opportunity to invite close friends, family and those that have shared the journey.

## APPLICATION CLOSING DATES

**The application closing date for new ALM applications is Monday 13 January, 2025.**

**For current ALMs who want to access further training, the application closing date will be Sunday 06 April, 2025.**

All ministry elective courses will also remain open for [General Lay Pathway](#) applications until Sunday 06 April, 2025.

*Please note that all course sessions, dates and venues are subject to potential changes. We will do our best to inform participants of any changes but further travel or a move to online training may sometimes be required. Courses may also be cancelled if there are not enough participants.*



# **Core Leadership Module**

## Learning Goals and Session Outlines

### Learning goals

- To understand the context of Authorised Lay Ministry (ALM) and where it sits in relation to both the diocesan and national churches' vision and strategy.
- To unpack some of the current challenges and opportunities we are facing in being Church for a Different World and to discern how God is calling us to respond.
- To explore what it means to be a Christian leader and how we can play our part in forming and supporting whole life disciples.
- To develop the courage to share our faith more with others and how we can resource and support getting our parishes inspired for mission.
- To identify practices, resources and support structures that will help to sustain our personal faith, Christian ministry and ongoing discipleship journey.

### Session Outlines

#### **Session1: Setting the Scene**

A chance to meet others on the course and to learn more about each other's contexts. We will also unpack a bit more about the vision and purpose of Authorised Lay Ministry and how it fits in with both the diocesan and national churches vision and strategy.

#### **Session 2: Being Disciples and Making Disciples**

In this session we will look at what it means to be a disciple, how Jesus trained his disciples and how we can each play our part in shaping a culture of whole life discipleship making in our own parish contexts and frontlines.

#### **Sessions 3: An Introduction to Christian Leadership**

In this session we will unpack what it means to be called to Christian leadership, what the bible teaches us about living out this calling faithfully and reflecting on how we can continue to grow and develop as leaders.

#### **Session 4: Church for a Different World**

We live in challenging times but also in times of great opportunity. In this session we will explore some of the key challenges that our churches are facing but also focus on how we can respond and become church for a different world.

#### **Session 5: Leading Through Times of Change**

The focus in this session will be on how understand of the process of change, how change impacts our churches and how we can best support others through the various shifts and changes we are currently facing.

#### **Session 6: Sharing Faith and Inspiring Mission**

In this session we will set out a solid biblical foundation for why mission matters, look practically at how we can each go about sharing our faith and how we can resource and support getting our parishes inspired for mission.

#### **Session 7: Collaborative Ministry**

Paul's writings on The Body of Christ (1 Corinthians 12) offer a wonderful image of collaborative ministry. In this session we will share together what this looks like in practice and how we can all improve the ways that we minister together in our local parishes.

#### **Session 8: Sustaining and Growing**

In our final session together, we will spend time focusing on the resources, skills and support networks that will help to maintain our relationship with God and keep our work and ministry healthy and fruitful.

## Core Venues, Dates and Tutors

The ALM Core Leadership Module will run between January and Easter with three course attendance options available. Applicants will be asked to choose their preferred option as part of the initial application process.

### Option 1: Bolton, Tuesday Evenings (In Person)

**St Peter's Parish Centre, 347 Church Road, Bolton, BL1 5RR**

All sessions will run on a Tuesday evening, 6.45-9.15pm.

Session 1: 21 Jan

Session 2: 28 Jan

Session 3: 04 Feb

Session 4: 11 Feb

*Half-Term*

Session 5: 25 Feb

Session 6: 04 Mar

Session 7: 11 Mar

Session 8: 18 Mar

#### Course Tutors



Revd Libby Greenhalgh



Revd Paul Hardingham

### Option 2: Hybrid Intensive, Saturdays (In Person) and Thursday Evenings (Online)

**St James, 95A Princess Road, Moss Side, Manchester, M14 4TH**

All Saturday sessions are in person and will run, 9.30am-3pm.

Sessions 1-2: Saturday 25 Jan

Sessions 3-4: Saturday 08 Mar

Sessions 5: Thursday 13 Mar, 7-9.15pm (Online)

Sessions 6: Thursday 20 Mar, 7-9.15pm (Online)

Sessions 7-8: Saturday 29 March

#### Course Tutor



Jamie Mackenzie

### Option 3: Online, Thursday Daytime

All sessions will run on a Thursday daytime, 10.30am-12.30pm.

Session 1: 23 Jan

Session 2: 30 Jan

Session 3: 06 Feb

Session 4: 13 Feb

*Half-Term*

Session 5: 27 Feb

Session 6: 06 Mar

Session 7: 13 Mar

Session 8: 20 Mar

#### Course Tutor



Jamie Mackenzie

# Ministry Elective Courses

## Introduction

All ministry elective courses will run between April and July at a variety of venues around the diocese. There are currently 9 courses available and applicants will be asked to choose their preferred elective option as part of the initial application process. For more information on each ministry elective course please see the following outlines.

### Courses on Offer for 2024

- Children and Families
- Ecology and Creation
- Parish Admin, Finance and Governance
- Prayer and Spirituality
- Youth Work
- Community Outreach and Social Justice
- Mission and Evangelism
- Pastoral Outreach and Listening
- Worship and Liturgy

*Please note that we do our best to make the training courses as accessible as possible to all participants. However, if there are not enough candidates to run selected venues then alternative arrangements may need to be made or courses may be cancelled.*

### APPLICATION CLOSING DATES

**The application closing date for new ALM applications is Monday 13 January, 2025.**

**For current ALMs who want to access further training, the application closing date will be Sunday 06 April, 2025.**

All ministry elective courses will also remain open for [General Lay Pathway](#) applications until Sunday 06 April, 2025.

# Children and Families

## Learning Goals

- To explore and learn more about the social development of children and young people and its impact on our ministry and work with them.
- To explore and understand some of the key principles of relational children's and youth work so that participants can contextualise these to their local parishes, projects and communities.
- To make space for participants to dream and get excited about potential programmes of children's and youth work applicable to their context, and then be able to identify key resources that would enable them to develop and deliver these.
- To equip and train participants in specialist areas of children's and youth work, such as mental health, messy church, faith development and schools work.
- To ensure that all participants are up to date and understand current guidelines and best practice in youth and children's' work.
- To equip participants in rethinking their contextual approach to the 'departure' after confirmation and secured secondary school places.

## Course Delivery and Venues

The EQUIP programme offers a precious opportunity to learn from your fellow ministers, deepen your understanding of youth and children's ministry, and sharpen essential skills. We've thoughtfully designed a curriculum that serves both children's and youth leaders, ensuring a rich, collaborative learning environment. Moreover, we'll provide focused sessions addressing the unique challenges and opportunities of specific age groups, allowing you to customise your learning experience to your ministry's needs.

Our flexible course structure is designed to fit your busy diary. 2 sessions will be online and the venues for our in-person sessions will be secured once applications come in, ensuring that participants won't have to travel too far and that any travel restrictions can be taken into consideration'

## Session Dates

**Launch Night:** Thursday 03 April, 6.45-9pm @ Online

**Equip Weekend:** Friday 16 May (Evening), Saturday 17 May (Full Day) and Sunday 18 May (Half Day) @ Final timings and Venue tbc (once applications are in)



**Follow Up:** Thursday 12 June, 6.45-9pm @ Online

**Final Gathering:** Saturday 06 September, 10am-4pm @ Venue tbc (once applications are in)

## Course Tutor

For more information and details about the course, please feel free to contact:



**Rick Otto**

Diocesan Children's Officer

E: [RickOtto@manchester.anglican.org](mailto:RickOtto@manchester.anglican.org)

## Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

### Books

Ivy Beckwith and David Csinos, Children's Ministry in the Way of Jesus

Ivy Beckwith, Post Modern Children's Ministry

John Westerhoff, Will Our Children Have Faith (Revised Edition)

Rebecca Nye, Children's Spirituality

Mark Griffiths, Changing Lives: The Essential Guide to Ministry with Children and Families

Grove Booklets: <https://grovebooks.co.uk/search?q=children>

### Web Resources

Diocese of Manchester Children and Family Resources (Facebook Group)

<https://www.facebook.com/groups/236487611079373>

Resource Website

<https://padlet.com/rickotto/equip-resources-rr2h76255w9cc4gs>

# Abi's ALM Story

## Why I chose to do the Children and Families course

I chose the course because working with children has always been a passion of mine and where I feel my talents lay. I had already been involved in helping out with children's ministry at church in the past so it really resonated with me when I read the course outline in the prospectus. Children are the next generation so I think it's really important that we give them the support they need, especially when it comes to their faith and spiritual development. I came to faith as a child so understand that the journey can be difficult and I wanted to be able to provide more support for those in a similar position.

## How I found the course

The course came just at the right time in my faith journey when I was looking for direction on how best to use the talents and gifts God had given me. The course has an incredible leadership team and I am so thankful to them all for the insights and resources that they have provided me with. Through the sessions I have definitely gained the knowledge, skills and confidence to put more things in to practice. It's was also amazing to experience with the other course participants how God inspires new and exciting ideas as you explore, share and discover things together.

## What I've been doing since

Since the course, I have continued to be a part of the children and young people's ministry team at church and now regularly lead the Sunday school. The course has been incredibly beneficial in helping me to plan and run creative and engaging sessions. It has also given me the confidence to start developing my leadership in to others areas of church life and ministry, like leading the worship band.

## My advice to those considering the course

My advice to those considering doing the course is to go ahead and do it! The ALM course has been an amazing experience that has not only given me skills and resources but also allowed me to develop my own faith. As my curate said to me, "if you give God your availability, then he will give you the ability" and I now completely agree with that!



**Abigail Pentolfe**

Children and Families ALM at Christ Church, Brunswick

# Community Outreach & Social Justice

This elective is delivered by our partners at Greater Together Manchester (GTM). GTM is a charity that looks to support churches and their communities to address issues of social justice, developing community outreach projects and finding new ways to support and serve vulnerable people in our neighbourhoods.

## Learning Goals

- To give participants an understanding of the major challenges facing communities in the UK today, and how the church can work with other partners to respond appropriately.
- To enable participants to understand why fighting for social justice is a vital part of the Christian faith and the mission of the church.
- To introduce participants to examples of best practice across the Diocese and offer learning opportunities.

## Course Delivery and Venues

Sessions will be delivered as a combination of Wednesday evenings and Saturdays, with parish visits and some additional at home learning. Teaching locations will likely be dispersed across the Diocese as we look to learn from existing projects and initiatives.

The content of this course will be influenced by the interests of the participants. If there is a particular social issue in your parish or a particular area of work you are interested in, please mention this in your application as this will help us shape the course content.

Examples of the “Big Topics” we can cover are Food Poverty, Housing & Homelessness, Supporting Migrants (including Refugees and Asylum Seekers), Financial Inclusion and Welcome & Hospitality, Working with Other Faiths. We will also look at the practical skills and knowledge you need to have to develop and run a community project, how you find funding, what good partnership working looks like, and how you work well with and support people with lived experience.

## Session Dates

### **Session 1: Introduction to Community Outreach and Social Justice**

Wednesday 23 April, 7-9pm @ Online (Via Zoom)

### **Session 2: Know Your Church, Know Your Neighbourhood**

Wednesday 07 May, 7-9pm @ Online (Via Zoom)

### **Session 3: Big Topics 1**

Wednesday 14 May, 7-9pm @ Online (Via Zoom)

### **Session 4- Parish Visit**

Saturday 17 May, 10am- 12pm @ Location tbc

### **Session 5 – Big Topics 2**

Wednesday 4 June, 7-9pm @ Online (via Zoom)

### **Session 6 – Planning, Funding and Sustaining Your Project**

Wednesday 18th June, 7-9pm (via Zoom)

### **Session 7 – Trauma Informed Practice**

Saturday 28 June, 10am- 4pm @ Location tbc

### **Session 8 – Parish Visit & Big Topics 3**

Saturday 12th July, 10am - 2pm @ Location tbc

### **Session 9 – Final Wrap Up Session**

Wednesday 23 July, 7pm – 9pm @ Location tbc

### **Course Tutor**

For more information and details about the course, please feel free to contact:



**Lily Axworthy**

CEO of Greater Together Manchester

E: [lily@greatertogethermanchester.org](mailto:lily@greatertogethermanchester.org)

## Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

### Books

BARCLAY, D. and HILHORST, S. (2019) Holy Alliances: Church-Secular Partnerships for social good. Available online.

BARNA GLOBAL. (2018) The UK Church in Action: Perceptions of Social Justice and Mission in a Changing World. PDF available on request.

LOUDON, E. (2020) 12 Rules for Christian Activists: A Toolkit for Massive Change. Canterbury: Canterbury Press.

PURCELL, L. and PURCELL, S. (2016) Church of the Poor? A call to action for churches in the UK. Available online.

SPENCER, N. (2016) Doing Good: A Future for Christianity in the 21st Century. Available online.

THORLBY, T. (2017), Assets Not Burdens: Using church property to accelerate mission. Available online.

WALKER, D. (2017) God's belongers. How people engage with God today and how the church can help. Abingdon: The Bible Reading Fellowship.

WELLS, S., Rook, R. and Barclay, D. (2017) For Good: The Church and the Future of Welfare. Canterbury: Canterbury Press.

### Web Resources

Church Urban Fund Look Up Tool: <https://cuf.org.uk/lookup-tool>

Mapping GM: <https://mappinggm.org.uk/>

## Lee's ALM Story

### **Why I chose to do the Community Action and Social Outreach course**

A few years back we started to get some asylum seekers regularly attending the church, so a plan was put in place to offer them some support and care. I volunteered to get involved, initially as the key holder; opening up, brewing up and locking up, but as time went on I slowly became more involved and started joining in on some of the other activities. One day, my vicar took me to one side and asked if I would consider ALM training. I was initially surprised she asked me but as we looked through the course prospectus together the community course jumped out as it involved many of the new things I was involved in.

### **How I found the course**

There is so much to this course that I can commend. It is incredibly informative, challenging (in a healthy way) and gives some real eye-opening insights in to the difference churches can make in their local community. The course tutors have a wealth of knowledge and experience to share, and the field trips to local church projects highlight some of the brilliant community work already being done around the diocese.

### **What I've been doing since**

Since finishing the course, I continue my ministry working with asylum seekers and feel much more confident about doing this. I've also been considering how our Church can help with the fallout created by the removal of the Winter Fuel Allowance and the effect that this will have on the elderly and vulnerable in our community. I'm currently researching local authority grants and putting a plan together for the church exploring how we can use our building as a warm and safe space for locals over the Winter months.

### **My advice to those considering the course**

I would highly recommend this course to anyone who has a heart to see their church become a place of security, inclusion, healing and sanctuary within their communities. This course will equip you to make a difference, and will give you plenty of ideas, resources and inspiration that you can pinch to use in your own context. You will also meet loads of amazing people!



**Lee Seville**

Community ALM @ Tonge, Rhodes and Alkington



# Ecology & Creation

## Learning Goals

- To develop a theological understanding of creation care alongside an understanding of the current issues regarding the climate emergency.
- To identify how creation and ecology present missional opportunities for engagement in all aspects of church life, such as pastoral care and worship.
- To equip people with resources that enable them to practically engage in creation care within their own context.

## Course Delivery and Venues

For ease of convenience and to reduce travel, most of the sessions will be delivered online via Zoom on a Tuesday evening. However, the elective will involve some field trip visits to some key eco projects around the diocese and a special Saturday Eco Retreat Day.

For the first time this year, the course will also be collaborating with colleagues in Finland. Therefore, we are delighted to say that we will be joined by participants from our partner diocese in Tampere. This will, no doubt, enrich our conversations and the learning we can make as we consider each other's contexts

## Session Dates

### **Session 1: Introduction- Looking at Our Contexts**

Tuesday 29 April, 7-9pm @ Online (Via Zoom)

### **Sessions 2, 3 & 4: Creation, Ecology & The Bible (Eco Retreat Day)**

Saturday 10 May, 10am-3pm @ Venue tbc

### **Session 5: Creation & Ecology as Mission**

Tuesday 13 May, 7-9pm Online (Via Zoom)

### **Session 6: Engaging with Children, Young People & Schools**

Tuesday 20 May 7-9pm @ Online (Via Zoom)

### **Session 7: Field Trip- A Rural Eco Church**

Tuesday 27 May, 7-9pm @ St Paul, Constable Lee, Rossendale

### **Session 8: Pastoral Care, Climate Grief and the Role of Churches**

Tuesday 03 June, 7-9pm @ Online (Via Zoom)

### **Session 9: Creation, Ecology & Worship**

Tuesday 10 June, 7-9pm @ Online (Via Zoom)

### **Session 10: Eco Church- Process & Measurements**

Tuesday 17 June, 7-9pm @ Online (Via Zoom)

### **Session 11: Eco Stepping Stones & Next Steps**

Tuesday 24 June, 7-9pm @ Online (Via Zoom)

### **Session 12: Field Trip- An Urban Eco Church**

Tuesday 04 July, 7-9pm @ Christ Church, Brunswick, Manchester

### **Course Tutor**

For more information and details about the course, please feel free to contact:



#### **Revd Grace Thomas**

Canon Missioner at Manchester Cathedral and

Diocesan Environment Officer

E: [revgracethomas@gmail.com](mailto:revgracethomas@gmail.com)



## **Matthew Barber-Rowell**

Transformation Support Officer (Ecology)

E: [MatthewBarber-Rowell@manchester.anglican.org](mailto:MatthewBarber-Rowell@manchester.anglican.org)

## **Going Deeper**

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

### **Books**

Robert Bauckham, The Bible and Ecology

Church of England Liturgical Commission, A Time for Creation

John Bimson, The Book of Job and Environmental Ethics (Grove Booklet)

Grace Thomas & Mark Coleman, Climate Action as Mission (Grove Booklet)

### **Websites**

A Rocha Eco Church: <https://ecochurch.arocha.org.uk/>

Christian Climate Action: <https://christianclimateaction.org/resources/>

Green Christians website: <https://greenchristian.org.uk/>

Diocese of Manchester, Eco Diocese:  
<https://www.manchester.anglican.org/faithlife/ecodiocese/>

# Gordon's ALM Story

## **Why I chose to do the Ecology and Creation course**

Since becoming retired a few years back my interest in all things climate change and creation care has grown a great deal. I had done some training in this area previously and had also helped to set up a local climate action Group, so when my Curate suggested the Ecology and Creation course I jumped at the opportunity

## **How I found the course**

The course has an inspiring breadth of teaching. From looking at the basic theology of eco matters, exploring key topics such as eco anxiety and then seeing it all in practice through the field trips has been wonderful. It encouraged me in the actions we can all take as Churches but importantly it also equipped me in the discussions we can have outside of the church environment, in our wider communities and beyond. Being on zoom (aside from the Eco Retreat and field trips) makes the course easily accessible and you also get to meet likeminded and supportive people from different contexts around the diocese.

## **What I've been doing since**

At Church we have been able to get the national Eco Church silver award. We have also continued to develop our thinking about how important it is to make sure that the 5th Mark of Mission (to safeguard the integrity of creation) is imbedded not only in the church building but also in the everyday lives of our congregation. I continue to be involved in the local climate group as Treasurer and the course has definitely given me the encouragement and support to continue investing in and growing these ministries.

## **My advice to those considering the course**

I believe that the climate crisis is the biggest issue we face. Doing the course will help you to make sense of this huge issue in your context and equip you to help, serve and resource others in your local church and community regarding creation care. Don't worry if you don't have much prior knowledge or experience, I would encourage anyone who has a passion in this area to simply get involved!



**Gordon Flear**

Ecology ALM at Christ Church, Brunswick

# Mission and Evangelism

## Learning Goals

- To explore what mission and evangelism are and where they sit within the context of our diocesan and parish vision strategies.
- To develop a deeper understanding of what the Good News is and how it can be shared confidently and appropriately in different contexts.
- To increase participants confidence in planning for mission and enabling evangelism to happen within their own local church contexts and communities.
- To support participants in how to identify, engage and train others to get involved in mission and evangelism.
- To explore the different ways of embedding and sustaining a culture of mission and evangelism within our church communities.

## Course Delivery and Venues

To give the widest possible chance for engagement, this course will be delivered via a hybrid mix of in person and online sessions. 4 sessions will be delivered online (via Zoom) on a Wednesday evening, with the addition of 2 in person Saturdays (in Little Lever, Bolton) and 2 field trips to different venues around the diocese.

During the course, participants will also be asked to work towards developing an action plan for mission and evangelism in their parish. Guidance and support will be provided for this.

## Session Dates

### **Sessions 1-3: Introducing Mission and Evangelism, The Joy of the Good News, Prayer and Worship as Evangelism**

Saturday 03 May, 10.30am-4pm @ St Matthew, Market Street, Little Lever, BL3 1HH

### **Session 4: Moving Our Churches From 'Maintenance' to 'Mission'**

Wednesday 07 May, 6.45-9pm @ Online via Zoom

### **Session 5: Embedding and Sustaining a Missional Culture in Our Churches**

Wednesday 14 May, 6.45-9pm @ Online via Zoom

## **Session 6: Mission, Evangelism and Inclusion (Field Trip)**

W/c 2 June, date and time (tbc) @ St James and Emmanuel, Didsbury

## **Session 7: Mission and Evangelism with Children and Families (Field Trip)**

W/c 09 June, date, time and venue (tbc)

## **Session 8: The Church's Sacraments and Life Events as Marks of Mission**

Wednesday 18 June, 6.45-9pm @ Online via Zoom

## **Sessions 9: Beyond the Traditional Church: Evangelising on the Fringes**

Wednesday 25 June, 6.45-9pm @ Online via Zoom

## **Sessions 10-12: Leaders in Mission, Catching Fish, Action Plans and Next Steps**

Saturday 05 July, 10.30-4 @ St Matthew, Market Street, Little Lever, BL3 1HH

## **Course Tutors**

For more information and details about the course, please feel free to contact:



**Revd Fr Robert Eloff OC**

Incumbent at St Matthew, Little Lever (Benefice)

E: [reloff@outlook.com](mailto:reloff@outlook.com)



**Sister Dorothy Needham**

Church Army Evangelist



## Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then the main two books we will be focusing on are by James Mallon:

- Divine Renovation: From a Maintenance to a Missional Parish
- Thriving Faith: Discipleship in Uncertain Times

Please note that you don't need to buy these books as short readings will be provided in preparation for each week's session.

## Books

Mark Greene, Fruitfulness on the Frontline: Making a Difference Where You Are

Neil Hudson, Scattered and Gathered: Equipping Disciples for the Frontline

Jeffrey John, Living Evangelism: Affirming Catholicism and Sharing the Faith(Out of print but available second hand)

David Make and Paul Weston, The Word's Out: Principles and Strategies for Effective Evangelism Today

Stephen Cottrell, From the Abundance of the Heart: Catholic Evangelism for All

Pope Francis, The Joy of the Gospel (Evangelii Gaudium)

Robin Gamble, Jesus the Evangelist: Doing it HIS WAY in my World

## Online

Sacramental Evangelism Network: <https://sacramentalevangelism.wordpress.com/>

National Church: Evangelism Resources: <https://churchofengland.org/more/church-resources/evangelism-and-discipleship>

London Institute of Contemporary Christianity: <https://licc.org.uk/ourresources/>

Rowan Williams Address to the Synod of Archbishops in Rome:

<http://rowanwilliams.archbishopofcanterbury.org/articles.php/2645/archbishops-address-to-the-synod-of-bishops-in-rome.html>

Missional Leadership Podcast: <https://www.youtube.com/@MissionalLeadershipPodcast>

Divine Renovation Podcasts: <https://www.youtube.com/@divinerenovationministry>

NT Wright on The Mission of God in the Gospel of John

[https://www.youtube.com/watch?v=KhXaxkgaKjs&ab\\_channel=LanierTheologicalLibrary](https://www.youtube.com/watch?v=KhXaxkgaKjs&ab_channel=LanierTheologicalLibrary)

# STEPH'S ALM Story

## **Why I chose to do the Mission and Evangelism course**

I was looking through all the different courses available as I wanted to make a difference within my church but wasn't sure how. I arranged to sit down with my vicar to go over everything and he mentioned that the mission course would be worth considering as it would use my gifts and be of benefit to the vision of the church. So after gathering some more facts I prayed about it, then before I knew it I was signed up on the Mission and Evangelism course!

## **How I found the course**

From the off I found the course really interesting and was very quickly learning loads of new and exciting things. I had a lot of questions that I thought were silly (or that I should already know the answers to) but I soon realised that was ok and that others felt the same way. There was loads of support during the course and the tutors were really encouraging and approachable if you needed anything.

## **What I've been doing since**

Since being authorised I really feel that I have found my place and ministry within church. I have started a new support group with my fellow ALMs and have recently become the manager of our CAP job club. I am also starting to work with and support baptism families, meeting with them regularly to talk about their decision to get their child baptised and inviting them to become part of the wider church family. I'm also involved with lots of other bits and bobs, including organising a community jumble sale in the church and planning a Christmas fair that we will invite lots of local people to come and engage with.

## **My advice to those considering the course**

I would definitely recommend this course to anyone who feels like they want to make a difference within their local church. The course is inspiring and will definitely open a lot of different doors and opportunities for you. It also gives you the confidence to keep learning and trying new things.



**Steph Taylor**

Mission ALM @ West Bolton Team

# Parish Administration, Finance and Governance

## Learning Goals

- To help participants understand the importance of administration as a ministry and the vital role it plays in supporting God's work in the parish and wider diocese.
- To enable and resource participants to feel more confident in managing and dealing with matters of church governance, and to understand where support and assistance can be found.
- To equip participants with an understanding of how parish and diocesan finances work and to highlight the support and resources available.
- To highlight the importance of generous giving as part of supporting the Church's mission, including fundraising, gift aid and the support available to assist this work.
- To resource participants with the information and guidance required to manage other key parish issues such as health & safety, safeguarding, GPDR and publicity.

## Course Delivery and Venues

To give the fairest possible opportunities for participation and engagement this course will be delivered via a hybrid mix of in person and online sessions. Most sessions will be delivered online (via Zoom) on a Thursday evening with the addition of 3 Saturdays placed at different venues around the diocese.

## Session Dates

### Course Induction Evening

Tuesday 09 April, 7.15-8.15pm @ Online (Via Zoom)

### Sessions 1-3: The Ministry of Administration, The Who's Who of Church Governance & All Things PCC

Saturday 10 May, 10am-2pm @ St John's House, 155-163, The Rock, Bury, BL9 0NE

### Session 4: An Introduction to Faculties and Church Law

Thursday 15 May, 7-9pm @ Online (Via Zoom)

**Session 5: Looking After Your Church Building, Including a Brief Introduction to Health & Safety and Church Insurance**

Thursday 22 May, 7-9pm @ Online (Via Zoom)

**Session 6: An Introduction to Diocesan & Parish Finances**

Thursday 5 June, 7-9pm @ Online (Via Zoom)

**Session 7: Parish Visitation: An Example of Repair and Reordering**

Saturday 7 June, 10am-2pm @ Christ Church, Brunswick

**Session 8: An Introduction to Parish Data & Statistics**

Thursday 12 June @ Online (Via Zoom)

**Session 9: Dealing with Life Events- Births, Deaths & Marriages**

Thursday 19 June, 7-9pm @ Online (Via Zoom)

**Session 10: An Introduction to Generosity and Thanksgiving, including Financial Giving & Fundraising**

Thursday 26 June, 7-9pm @ Online (Via Zoom)

**Session 11: An Introduction Church Communication, Publicity & the Diocesan Website**

Thursday 03 July, 7-9pm @ Online (Via Zoom)

**Session 12: An Introduction to Electronic Giving, Online Resources, Data Sharing and Storage**

Thursday 10 July, 7-9pm @ Online (Via Zoom)

**Session 13: Managing Demands, Relationships and Personal Wellbeing. Including Next Steps and 'Mop Up'**

Saturday 12 July, 10am-2pm @ St John's House, 155-163, The Rock, Bury, BL9 0NE

## Course Tutors

For more information and details about the course, please feel free to contact:



### **Carolyn McGloughlin**

Parish Support Officer (Finance)

E: [CarolynMcGloughlin@manchester.anglican.org](mailto:CarolynMcGloughlin@manchester.anglican.org)



### **Rob Chilton**

Parish Support Officer (Transformation)

E: [robertchilton@manchester.anglican.org](mailto:robertchilton@manchester.anglican.org)

## Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

### **Books**

Church Representation Rules: 2022, Church House Publishing

A Handbook for Churchwardens & Parochial Church Councillors, Kenneth MacMorrison

The Churchwarden's Handbook: A Practical Guide, Ian Russell

Churchwardens: A Survival Guide, Martin Dudley

An ABC for the PCC: A Handbook for Church Council Members, John Pitchford

### **Websites**

Manchester Diocese, Finances: <https://www.manchester.anglican.org/finance/>

Church Representation Rules (online toolkit) <https://www.churchofengland.org/more/policy-and-thinking/church-representation-rules>

The National Church: Generosity and Learning Hub:  
<https://www.churchofengland.org/resources/building-generous-church/webinars-and-training/generosity-learning-hub>

Parish Resources: <https://www.parishresources.org.uk/>

# Sally's ALM Story

## Why I chose to do the Parish Admin course

I have attended my church for many years but was nominated a while back to take on the role of PCC Secretary. It was therefore an easy decision for me to choose the Parish Admin course as I wanted more help and support to enhance my knowledge and to carry out my role much more effectively. Our church was also in vacancy at the time, so it also felt like we needed all the help we could get!

## How I found the course

The course certainly met and even far surpassed my expectations. I learnt so many valuable new things and got to meet key people from around the Diocese whose support is readily available. My overall knowledge has increased and I also feel I have the information and resources required to both support my role and assist others in the parish with theirs. Much of the course was online and therefore easy to access but it was lovely to have some in person sessions where I enjoyed meeting others with similar roles and sharing our experiences.

## What I've been doing since

My role has certainly developed since completing the course, not least because we finally have a new incumbent. The course definitely prepared me for some of the new things I could do to support his role and I also have greater confidence to carry them out. I also have a fantastic tool bank now of contacts and resources, so if I need any additional help and support I know exactly where to turn.

## My advice to those considering the course

If you feel that this elective could help to develop or improve your parish role or duties, I would just say 'go for it!' You will learn so much, meet new people and gain lots of helpful contacts and resources.



**Sally Johnson**

Parish Admin ALM at Oldham Parish Church



# Pastoral Outreach and Listening

## Learning Goals

- To enable participants to develop their understanding of pastoral care from a Christian perspective.
- To encourage participants to grasp the missional opportunities for church growth involved with pastoral care.
- To equip participants with the confidence and pastoral skills they need to be able to serve their parish and local community.
- To make sure that participants do all the above safely and in line with current safeguarding guidelines and best practice.

## Course Delivery and Venues

Sessions will be delivered at a variety of venues around the diocese including a mixture of in person and online training. Most sessions will be on a Tuesday evening online via Zoom with the addition of 4 in person Saturday training days.

## Session Dates

### **Session 1: The Biblical Principles of Pastoral Care**

Tuesday 29 April, 6.45-9pm @ Online (Via Zoom)

### **Session 2: Pastoral Care with Children and Young People**

Tuesday 06 May, 6.45-9pm @ Online (Via Zoom)

### **Session 3: Acorn Listening Day**

Saturday 10 May, 10am-2pm @ St Wilfrid's Church, Ford Ln, Northenden, M22 4WE

### **Session 4: Home Visiting (Including Safeguarding)**

Tuesday 13 May, 6.45-9pm @ Online (Via Zoom)

## **Session 5: Setting up and Supporting Pastoral Care Teams**

Tuesday 20 May, 6.45-9pm @ Online (Via Zoom)

## **Session 6: Pastoral Care with the Elderly (Dementia Awareness)**

Tuesday 03 June, 6.45-9pm @ Online (Via Zoom)

## **Session 7: Life Events & Pastoral Outreach (Baptisms, Weddings & Funerals)**

Saturday 07 June, 10am-2pm @ St Wilfrid's Church, Ford Ln, Northenden, M22 4WE

## **Session 8: Bereavement Care Awareness**

Saturday 21 June, 10am-2pm @ St John & St Mark's Church Hall, Parkinson Street, Bury, BL9 6NY

## **Session 9: Inclusive Pastoral Care with LGBTQIA+ and Asylum Seekers**

Tuesday 24 June, 6.45-9pm @ Online (Via Zoom)

## **Sessions 10&11: Chaplaincy Day & Next Steps**

Saturday 05 July, 10am-3pm @ St John's House, 155-163 The Rock, Bury, BL9 OND

## **Session 12: Mop Up (If Required)**

Tuesday 08 July, 6.45-9pm @ Online (Via Zoom)

## **Course Tutors**

For more information and details about the course, please feel free to contact:



**Dr Angela Akers**

ALM @ Mossley Benefice

E: [angelahakers@hotmail.co.uk](mailto:angelahakers@hotmail.co.uk)



## **Revd Andrew Bradley**

Incumbent @ Northenden Benefice & Chaplaincy Coordinator at the Christie NHS Foundation Trust

E: [stwilfridspic@gmail.com](mailto:stwilfridspic@gmail.com)

## **Going Deeper**

If you would like to know a little bit more about this elective and what it will be covering then please feel free to check out the following books and resources. You are also welcome to choose one the following for your course learning task, which is to provide a short book or resource review to the group.

### **Books**

Anne Long, Listening

Joyce Huggett, Listening to Others

Mike Mitton, A Heart to Listen: Becoming a Listening Person in a Noisy World

Frank Wright, Pastoral Care Revisited

Alastair Campbell, Rediscovering Pastoral Care

Peter MacIntosh, Listening is Healing: A Practical Guide to Pastoral Care

Adrian Plass, Jesus: Safe Tender Extreme

Bob Whorton, Reflective Caring: Imaginative Listening to Pastoral Experience

Care for the Family, The Grief Journey

### **Web Resources**

Acorn Christian Healing Foundation: <https://acornchristian.org/>

Bereavement Care Awareness course: [www.careforthefamily.org.uk/](http://www.careforthefamily.org.uk/)

Dementia Friends: <https://www.dementiafriends.org.uk/>

# Lindsey's ALM Story

## Why I choose to do the Pastoral Outreach and Listening course

I was already involved with doing some pastoral work at my local church, as a member of the pastoral support group. Since retiring from teaching, I had also done some voluntary pastoral work for other organisations outside of the church. As such it felt like the right time to apply for some more formal ministry training to support by various caregiving roles.

## How I found the course

The course was excellent! The course tutors were very experienced and knowledgeable and the structure of the weekly sessions allowed us to learn a lot quickly. At first, we focused on listening skills, using role play to embed what we were learning. Following this we covered topics like how to support bereaved families, how to set up and support pastoral groups and how to care for those with dementia. I particularly enjoyed the final session that gave us the opportunity to meet chaplains from a variety of setting. I really enjoyed meeting with the same group of people each week and by the end of the course felt confident and ready to start using my new knowledge and skills.

## What I've been doing since

Since completing the course, I have taken on the role of wedding coordinator and verger at my church. It's a privilege to meet with couples preparing for marriage and to be a reassuring pastoral presence as they navigate their journey to the wedding, and beyond. I've also recently been appointed to work as a volunteer Prison Chaplain which I am really excited about as it's something totally new that I never would have considered before the course.

## My advice to those considering the course

Make sure that you have plenty of support from your friends, family and local church. The course can be emotionally demanding as participants are encouraged to reflect deeply and share their life experiences. Other than that, I would say be open to learning lots of new things, make the most of all the opportunities given and engage with the suggested reading materials and resources.



**Lindsey Gledhill**

Pastoral ALM at Christ Church, Friezland

# Prayer and Spirituality

## Learning Goals

- To develop and grow participants' own prayer life so that prayer becomes a way of living and being in the everyday stuff of life.
- To teach and nurture a wider understanding of prayer through all its different styles, practices and traditions, including the practice of daily prayer journaling.
- To resource and equip participants so that they can confidently develop their own ministry in prayer and spirituality, in collaboration with their clergy.

## Course Delivery and Venues

Most sessions will be delivered online (via Zoom) on a Wednesday evening with the addition of 3 Saturdays that will be run in person at different venues around the diocese.

All participants will be required to keep a reflective prayer journal throughout the course. Guidance on this will be given and participants will not be asked to submit their journal. During the Prayer Retreat in Daily Life, participants will be asked to put into practice what they have learned in the "Ways of Praying" session and will have regular guidance from a prayer companion via telephone or Zoom. Participants will also be asked to complete a short book review to share with the group and to prepare a prayer station for the final session.

## Session Dates

### **Session 1: Introduction to Prayer and Spirituality**

Saturday 26 April, 10am-1pm @ Sacred Trinity Church, Chapel Street, Salford, M3 5DW

### **Session 2: Resourcing Your Individual Prayer Life**

Wednesday 30 April, 6.45-9pm @ Online (Via Zoom)

### **Session 3: How to Pray with and For Others (Part 1)**

Wednesday 07 May, 6.45-9pm @ Online (Via Zoom)

#### **Session 4: Ways of Praying (Retreat Day)**

Saturday 10 May, 10am-4pm @ St James Church, Stenner Lane, Didsbury, M20 2RQ

#### **Session 5: Prayer Retreat is Daily Life**

Running from 10-21 May (More information and details to follow)

#### **Session 6: Prayer for Wholeness and Healing**

Wednesday 21 May, 6.45-9pm @ Online (Via Zoom)

#### **Session 7: How to Pray with and For Others (Part 2)**

Wednesday 04 June, 6.45-9pm @ Online (Via Zoom)

#### **Session 8: Planning Prayer Stations, Quiet Days and Retreats**

Wednesday 11 June, 6.45-9pm @ Online (Via Zoom)

#### **Session 9: Making Prayer Inclusive (Including Disability Awareness)**

Wednesday 18 June, 6.45-9pm @ Online (Via Zoom)

#### **Session 10: Prayer and Spirituality with Children & Young People**

Wednesday 25 June, 6.45-9pm @ Online (Via Zoom)

#### **Sessions 11 & 12: Putting Theory into Practice (Participant Workshop), Including Next Steps, Action Plans and Role Descriptions**

Saturday 28 June, 10am-3pm @ Sacred Trinity Church, Chapel Street, Salford, M3 5DW

## Course Tutor

For more information and details about the course, please feel free to contact:



### Sheila Tolley

ALM @ St James, East Crompton

E: [sheilatolley32@gmail.com](mailto:sheilatolley32@gmail.com)

## Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

### Books

Stephen Cottrell, How to Pray: Alone, With Others, at Any Time, in Any Place

Margaret Silf, Landmarks: An Ignatian Journey

Evelyn Underhill, Evelyn Underhill's Prayer Book

Pete Grieg, How to Pray: A Simple Guide for Normal People

Timothy Keller, Prayer: Experiencing Awe and Intimacy with God

Miranda Threlfall-Holmes, The Little Book of Prayer Experiments

### Web Resources

Pray as You Go: <https://pray-as-you-go.org>

Pathways to God: <https://pathwaystogod.org/>

Church of England, Service of Daily Prayer: <https://tinyurl.com/w8frb6r>

Northumbria Community (Daily Office): <https://www.northumbriacommunity.org/offices/>

Lectio 365- Devotional Resource App: <https://www.24-7prayer.com/dailydevotional>

Sacred Space, Daily Guided Prayer: <https://www.sacredspace.ie/>

## Alison's ALM Story

### **Why I chose to do the Prayer and Spirituality course**

Our church recently moved into interregnum, so initially I thought that it was the wrong time to think about doing a course. However, as time went on and I began to take on additional ministry roles, I began to feel a strong sense that this was in fact exactly the right time! I chose Prayer & Spirituality, partly to further develop my own 'prayer toolbox', but also to equip and enable me to encourage others in their own prayer journeys.

### **How I found the course**

The course was a good mixture of face to face and in person sessions, each providing a wonderful opportunity to pause and reflect, and to develop my own prayer life. The tutors were knowledgeable and approachable; we covered a wide range of topics, with lots of resources provided for those wanting to explore further and go deeper. There was so much to take from the course and it has definitely given me the strength and confidence to develop my ministry further.

### **What I've been doing since**

As Churchwarden, I'd already been involved during the interregnum in leading some of the services at church. However, since completing the course I've felt empowered to do so much more! We have started a monthly contemplative prayer service and I've also begun to include a new prayer column in the parish magazine. During the Summer months we also ran a series of outdoor family worship services called "Going on A Prayer Hunt," where we had a fabulous time introducing children and their parents to some fun and innovative ways of praying!

### **My advice to those considering the course**

If you have a heart for prayer and want to explore further, then I would say be brave and go for it! You will learn so much from doing this course, and remember, if God has asked you to do it, He will see you through it!



**Alison Hartley**

Prayer and Spirituality ALM at Christ Church, Ainsworth



## Worship and Liturgy

Please note that the ALM Worship and Liturgy course can count towards the first year of Licensed Reader Ministry training. If you would like to know more about this please contact Revd Neil Whittaker from the Vocations Team on: [NeilWhittaker@manchester.anglican.org](mailto:NeilWhittaker@manchester.anglican.org)

### Learning Goals

- To reflect on worship being connected to, and being authentic with, the rest of our lives.
- To explore the breadth and depth of Christian worship, from its biblical roots through to modern day expressions.
- To gain an understanding of how liturgy can provide a framework for encountering the Divine.
- To gain practical knowledge around different styles and contexts of worship – service of the word, contemplative, all age, healing etc.
- To support participants understanding of, and their creating and leading of, appropriate acts of worship within their own churches and communities

### Course Delivery and Venues

The majority of sessions will be delivered in person on Wednesday evenings and Saturdays at a variety of venues around the diocese, including St John's House in Bury. Sessions will be made available on-line if you can't get to the venue, but the preference is in person.

Towards the end of the course, participants will be asked to create and submit an Order of Service for a service of their choosing. Guidance and support will be provided for this with more details to follow upon application.

### Session Dates

#### **Sessions 1 & 2: Introductions, Using Music and Songs**

Saturday 10 May, 10am-3pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

#### **Sessions 3 & 4: Worship and Biblical Context, Leading a Service Well**

Saturday 17 May, 10am-3pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

#### **Sessions 5: All Age Worship, Worship in Schools**

Wednesday 21 May, 7-9pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

## **Sessions 6 & 7: The Seasons in Anglican Liturgy, Putting Together a Service of the Word**

Saturday 7 June, 10am-3pm @ Church of the Resurrection & St Barnabas, Beswick, M11 3UT

## **Optional Session: Ecology, Creation & Worship (Joint with Ecology course group)**

Tuesday 10 June, 7-9pm @ Online (Via Zoom)

## **Session 8: Worship in Care Homes for Younger and Older People**

Wednesday 11 June, 7-9pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

## **Session 9: Healing & Reconciliation**

Wednesday 18 June, 7-9pm @ St Cross, 611 Ashton New Rd, Clayton, M11 4RX

## **Session 10: Making Worship Accessible**

Wednesday 25 June, 7-9pm @ St Johns House, 155-163 The Rock, Bury, BL9 0NE

## **Sessions 11 & 12: Taize, Using Art & Poetry, Anything 'Parked' and Next Steps**

Saturday 12 July, 10am-3pm @ Church of the Resurrection & St Barnabas, Beswick, M11 3UT

## **Course Tutors**

For more information and details about the course, please feel free to contact:



### **Ian Banks**

Reader at Walmersley Road, Bury (Benefice)

E: [ian.banks150@talktalk.net](mailto:ian.banks150@talktalk.net)



### **Revd Sarah Riding**

Curate (SSM) at St Cross with St Paul, Clayton (Benefice)

E: [sarahriding@sky.com](mailto:sarahriding@sky.com)

## Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

### Books

Earey, M. & Myers, G. eds, (2001). Common Worship Today - An Illustrated Guide

Earey, M. (2018). Liturgical Worship / (2000) Producing Your Own Orders of Service

Giles, R. (2004). Creating Uncommon Worship / Times and Seasons. Creating Transformative Worship Throughout the Year

Leach, C & J. (2008). How to Plan and Lead All-Age Worship (Grove Booklet)

Lloyd, T. (1999). A Service of the Word (Grove Booklet)

Moger, P. (2009). Crafting Common Worship: A practical, creative guide to what's possible.

Page, N. (2004). And now let's move into a time of Nonsense: Why worship Songs are Failing the Church. Paternoster.

Thomas, P. (2018). Using the Book of Common Prayer

Tarrant, I. (2012). Worship and Freedom in the Church of England: Exploring the Boundaries (Grove Booklet)

Ward, P. (2005). Selling Worship: How what we sing has changed the Church

Wells, S. Ed. (2018). Liturgy on the Edge

### Web Resources

Church of England, Common Worship: <https://tinyurl.com/y2gv2coq>

Church of England, Book of Common Prayer: <https://tinyurl.com/y287st42>

Church of England, New Patterns for Worship: <https://tinyurl.com/yg7q9w4f>

Northumbria Community: [www.northumbriacommunity.org](http://www.northumbriacommunity.org)

Wild Goose Resources: <https://www.wildgoose.scot/>

All Age Worship Resources: <https://www.allageworshipresources> and <https://engageworship.org/>

Diocesan Worship & Liturgy (Facebook Group): <https://www.facebook.com/groups/167024153908590>

# Rebecca's ALM Story

## Why I choose to do the Worship and Liturgy course

I was already an ALM in Community Actions and Social Outreach but when our church recently entered a period of interregnum I felt called to step up and take some of the strain off the ministry team. One way I felt that I could use my gifts and do this was by offering to help more with planning and leading our regular Sunday services. As part of this I was keen to understand more about how a service is put together, the resources available and what to include, so the Worship and Liturgy elective was exactly what I needed.

## How I found the course

The course was really interesting. We looked at what the bible says about worship, what different types of worship look like and learned all about things like the liturgical year. Guest speakers were also invited in to talk to us about their own specialist areas, such as worship in care homes, Eco worship and all age family worship. Having a wide variety of people delivering the sessions made it different every week and it was always engaging. The materials for the course were easy to follow and everyone got the opportunity to lead a worship session devised by themselves and their classmates in small groups.

## What I've been doing since

Since finishing the course I have started to plan and lead some services, and intend to continue doing more because I love it! I am also planning a Taizé worship service which is something I learned about on the course. Alongside this I will continue with other lay roles, such as leading intercessions, reading the Gospel and assisting with communion, but doing the course and leading services has also really made me think about what my next steps could be, and if my calling goes beyond lay ministry!

## My advice to those considering the course

Go for it, you won't regret it. The sessions fitted in well around my full-time job with a mixture of in person and on-line training. The course leaders were extremely welcoming, friendly and knowledgeable.



**Rebecca Webster**

Worship ALM at Christ Church, Harwood

# Youth Work

## Learning Goals

- To explore and learn more about the social development of children and young people and its impact on our ministry and work with them.
- To explore and understand some of the key principles of relational children's and youth work so that participants can contextualise these to their local parishes, projects and communities.
- To make space for participants to dream and get excited about potential programmes of children's and youth work applicable to their context, and then be able to identify key resources that would enable them to develop and deliver these.
- To equip and train participants in specialist areas of children's and youth work, such as mental health, messy church, faith development and schools work.
- To ensure that all participants are up to date and understand current guidelines and best practice in youth and children's' work.
- To equip participants in rethinking their contextual approach to the 'departure' after confirmation and secured secondary school places.

## Course Delivery and Venues

The EQUIP programme offers a precious opportunity to learn from your fellow ministers, deepen your understanding of youth and children's ministry, and sharpen essential skills. We've thoughtfully designed a curriculum that serves both children's and youth leaders, ensuring a rich, collaborative learning environment. Moreover, we'll provide focused sessions addressing the unique challenges and opportunities of specific age groups, allowing you to customise your learning experience to your ministry's needs.

Our flexible course structure is designed to fit your busy diary. 2 sessions will be online and the venues for our in-person sessions will be secured once applications come in, ensuring that participants won't have to travel too far and that any travel restrictions can be taken into consideration'

## Session Dates

**Launch Night:** Thursday 03 April, 6.45-9pm @ Online

**Equip Weekend:** Friday 16 May (Evening), Saturday 17 May (Full Day) and Sunday 18 May (Half Day) @ Final timings and Venue tbc (once applications are in)

**Follow Up:** Thursday 12 June, 6.45-9pm @ Online

**Final Gathering:** Saturday 06 September, 10am-4pm @ Venue tbc (once applications are in)

## Course Tutor

For more information and details about the course, please feel free to contact:



### **Canon Susie Mapledoram**

Assistant Director of Education / Youth Officer

E: [SusieMapledoram@manchester.anglican.org](mailto:SusieMapledoram@manchester.anglican.org)

## Going Deeper

If you would like to get a flavour of this course and learn a little bit more about what we will be covering, then please feel free to check out some of the following books and resources.

### **Books**

Doug Fields, Your First Two Years of Youth Ministry

Kenda Creasy Dean, Almost Christian

Kenda Creasy Dean, Starting Right: Thinking Theologically about Youth Ministry

Andrew Root, Revisiting Relational Youth Ministry

Sara Savage, Sylvia Collins-Mayo, Bob Mayo and Graham Cray, Making Sense of Generation Y

Grove Booklets Youth Series: <https://grovebooks.co.uk/search?q=youth>

### **Web Resources**

Diocese of Manchester Youth Work Resources (Facebook Group)

<https://www.facebook.com/groups/229564611523231>

Resource Website

<https://padlet.com/rickotto/equip-resources-rr2h76255w9cc4gs>

# Sarah's ALM Story

## Why I choose to do the Youth Work course

I was recently asked if I could help to set up and run a youth group at our church. I have youth aged children of my own, so realised it would be great to have a time when they can meet other youths and grow in faith together. I had previously helped with toddler and younger children's groups but never led anything myself, so the ALM course was suggested to me. I hoped it would help me in my new role and in setting up and supporting our new youth group.

## How I found the course

I was a bit nervous at first but it did not last long! The course tutors were really friendly, got everyone involved and I soon felt like a respected and valued member of the group. Practically the course fitted in around family life and the opportunity to meet others on the course to share ideas, experiences and make new friends was brilliant. Overall, I enjoyed the course and gained lots of useful and practical help. I also gained some confidence too!

## What I've been doing since

Since doing the course we have set up and been running our youth group. This has been going well and we all already putting forwards ideas and plans for how we can link in and get more involved with the wider church and community. I am feeling excited about the future and can't wait to keep trying new things to develop and grow the faith of our youth.

## My advice to those considering the course

Just go for it, you won't regret it! It's just such a fantastic opportunity to learn new things, meet great people and to get loads of support from amazing tutors and fellow ALMs. I would encourage anyone with a heart for young people to do this course.



**Sarah Taylor**

Youth ALM at St Andrew, Radcliffe

# How to Apply

## Further Information and Application Forms

### Further Information

For further information and details on the ALM course or any other matters relating to lay training and development, please contact:



**Jamie Mackenzie**

Local Ministry Officer

M: 07553 374 130

E: [jamiemackenzie@manchester.anglican.org](mailto:jamiemackenzie@manchester.anglican.org)

### Application Forms

Application forms can be downloaded from the diocesan website. Please note that there are separate application forms for new ALMs and for current ALMs applying to do further training.

[www.manchester.anglican.org/lay-ministries/ALM/](http://www.manchester.anglican.org/lay-ministries/ALM/)

### APPLICATION CLOSING DATES

**The application closing date for new ALM applications is Monday 13 January, 2025.**

**For current ALMs who want to access further training, the application closing date will be Sunday 06 April, 2025.**

All ministry elective courses will also remain open for [General Lay Pathway](#) applications until Sunday 06 April, 2025.



# Frequently Asked Questions

## Does the training involve any assignments, tests or exams?

There are no assignments, tests or exams on the ALM courses. There is a limited amount of written work that is optional between sessions, but the ethos of the course is more focused on group discussions, reflective practice and real-life application. However, for those wanting to take things deeper there will always be suggestions for further reading, resources and ongoing development.

## How much does the training cost?

All the costs of ALM training are met by the diocese but parishes are encouraged (where possible) to support their candidates if help is required with basic costs such as travel expenses. Where finances are a barrier to participation, parishes are encouraged to contact the Local Ministry Officer for advice.

## Does the training have an age limit?

An ALM needs to be 18 years or over at the time of authorisation i.e. an “adult” in legal terms. There is no upper age limit.

## How many ministry elective courses can an ALM do?

Post initial training, ALMs are free to train in any number of related ministry elective courses. Further elective training involves a light touch application process but still requires approval from the PCC and an updated Ministry Role Description if the ALM is to be authorised in a new or additional ministry area. If an ALM is not seeking to be authorised in a new ministry area and is doing the course as part of general ongoing training and development, then an updated Ministry Role Description is not required and a certificate of course attendance will be issued instead.

## How long does an ALM's authorisation last for?

ALMs are authorised for a period of 3 years. After this time the parish must apply for the ALM to be re-authorised. This will then continue on a 3 yearly rolling cycle.

### **Can an ALM work across multiple parishes?**

Where it has been discerned to be appropriate to the local context, an ALM can work across multiple parishes in a benefice, team, partnership, mission community etc, so long as a clear ALM Ministry Role Description has been formed and signed off by all PCCs involved.

### **Can a parish nominate a candidate for ALM during a vacancy?**

A parish in vacancy may nominate a candidate for ALM as long as it can be shown that the parish context is stable enough and that all involved will have a sufficient level of ministerial support and oversight. In such instances, the Churchwarden should complete the application process with the candidate and have this overseen by a Team Rector, Area Dean or Archdeacon before then being taken to the PCC for approval.

### **Do ALMs have to be confirmed?**

Generally, confirmation has been understood to be the gateway to Anglican ministry. In recent years, the admission of children to Communion before Confirmation, and the receiving into membership of those who were baptised and brought up in another denomination has meant that there is less clarity on the place of confirmation in the Church of England. In this context, those being nominated for ALM should generally either be confirmed, or in the process.

### **Who is responsible for an ALMs DBS checks?**

As for other unlicensed church officers, it is the responsibility of the ALM's parish and PCC to ensure that his or her DBS check is completed and kept up-to-date. The possession of an up-to-date DBS check (i.e. within the last 3 years) must be confirmed at the time of initial authorisation and subsequently at each 3-yearly reauthorisation.

### **Who is responsible for an ALMs safeguarding training?**

ALM's are required to undertake safeguarding training to foundation level. This is available as an on-line course, and must be completed as part of any initial ALM training. Following initial training, it is the responsibility of the ALM's parish and PCC to ensure that his or her safeguarding training is kept up-to date. The possession of an up-to-date safeguarding certificate (i.e. within the last 3 years) must be confirmed at each 3-yearly reauthorisation.

# Our Vision

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To be a worshipping, growing and transforming Christian presence at the heart of every community.