

Role of Lay Co-Chair of a Deanery

Date Originated/Amended: May 2014

Author/Editor: Diocesan Secretary

Introduction

1. The Lay Co-Chairs share with the Rural Deans responsibility for the leadership of Mission and Ministry within the Deanery. In using these guidelines it is always useful to know those for the Rural Deans as well.

GENERAL PURPOSE AND DUTIES

2. The Lay Co-Chairs will be concerned to bring together the views of the parishes on common problems, to foster a sense of community and inter-dependence among the parishes and generally to promote in the Deanery the whole mission of the Deanery.

CHURCH, PASTORAL, EVANGELISTIC, SOCIAL & ECUMENICAL

3. The Lay Co-Chair shares the Chairmanship of the Deanery Synod with the Rural Dean, and both should meet regularly to assess and plan the work of the Deanery. They will participate in the allocation of the Deanery Shares and encourage parishes to make their contribution quarterly and fully. They will join with the Rural Dean in the visitation of the parishes, inviting lay or clerical assistants to help where appropriate, and generally collaborate with him/her in the pastoral care of the Deanery.

THE ROLE OF THE LAY CHAIRMAN

4. The actual role of the Lay Co-Chair varies from Deanery to Deanery, but the following factors obtain in most:
 - a. To be available to Churchwardens and Treasurers in the Deanery for advice - especially as regards coping with parish share problems and queries.
 - b. Regular consultation with the Rural Dean is important, and they can often be a useful sounding board. It is this partnership of Lay Co-Chair and Rural Dean that is such a strength to a Deanery: by assisting on the Standing Committee with such matters as the organisation of Synod meetings, elections and in preparing agendas, also in contributing ideas as to what is being done and what should be done at Synod meetings.
 - c. They share the chair of the Deanery Synod with the Rural Deans.
 - d. They encourage laity to participate actively at Synod and to know one another.
 - e. They may conduct Visitations or Parish Reviews in each parish or group of parishes.

- f. They may be asked to assist the Archdeacon or Bishop when required.
- g. They form an invaluable channel of communication, liaising with Diocesan Synod and DBF representatives.
- h. They need to encourage and support Local Ministry Teams.
- i. They sometimes represent the Deanery at official functions, such as at Welcome Services to new clergy, or at Institutions or Licensings.
- j. They are involved with the pastoral work of the Synod, and pastoral reorganisation.