



Upper Susquehanna Synod

Evangelical Lutheran Church in America

United as Christ's Disciples, we Support one another; and Serve God in the World

Authorized Lay Ministry Covenant – 2025

To encourage the God-given gifts of this Authorized Lay Minister as contributions to the mission of Christ's church, to preserve good order, and to facilitate my accountability and theirs to the Bishop of the Upper Susquehanna Synod, ELCA, we make this covenant.

(name of authorized lay minister)

(name of Supervisor)

We have reviewed the *Lay Ministry Institute Handbook* and understand what is expected of an Authorized Lay Minister and what is expected of a Supervisor. We agree to abide by these expectations.

We agree to meet (enter monthly, quarterly, other) _____ to review ministry experiences, continuing education experience(s), and to discuss the strengths and growing edges of the Authorized Lay Minister. The supervisor will initiate our meeting times.

When we speak publicly or privately about one another, we will interpret the other's actions in the most positive light, following Martin Luther's interpretation of the Eighth Commandment in his Catechisms. If we disagree with one another or with the bishop on a matter of significance, we will bring it to their attention following our Lord's guidance in Matthew 18:15-17.

Authorized Lay Minister

I will not use my position as an Authorized Lay Minister to seek or accept undue influence within a congregation but will seek always to be a servant leader in the style of Jesus.

I understand that, should my Supervisor be unable to keep this covenant, it is my responsibility to request the bishop assign a new Supervisor.

Supervisor

I commit to reviewing any sermon manuscripts that are provided, when possible in advance of their proclamation. I will ask for at least _____ (number) sermon manuscript(s) in the next calendar year for review either prior to or after their proclamation.

Should I be unable to keep this covenant, I will alert the Authorized Lay Minister and the bishop as soon as possible to allow time to identify a new Supervisor.

*Both partners should retain copies of this covenant.
Submit completed forms by December 31 to the bishop of the Upper Susquehanna Synod
PO Box 36, Lewisburg, PA 17837.*

(name of authorized lay minister)

Authorized Lay Minister complete and initial each item:

_____ **I have reviewed the Code of Practice in the *Lay Ministry Institute Handbook* and agree to abide by its expectations.**

_____ **I commit to at least six continuing education hours in the next calendar year, including the following experience(s):**

I will meet with my supervisor shortly after each continuing education experience, other than pericope study, to discuss the experience.

_____ I will continue to live out my baptismal covenant as a disciple of Jesus Christ.

_____ I will continue my participation as an active, communing, contributing member of a congregation of the Upper Susquehanna Synod.

Name of Congregation

Location

_____ I will carry out my ministry in accord with the Holy Scriptures and Creeds of the Church and accept and adhere to the Lutheran Confessions as true and faithful expositions of the Gospel.

_____ I will spend adequate time in study of the appointed lessons and the liturgical season's themes, in order that my sermons will be true to the Gospel and Lutheran doctrine.

_____ I will lead an ethical and moral life in accordance with the standards described in the *Lay Ministry Institute Handbook* of the Upper Susquehanna Synod.

_____ I will willingly serve in response to the needs of the synod.

_____ I will not use my position as an Authorized Lay Minister to seek or accept undue influence within a congregation but will seek always to be a servant leader in the style of Jesus.

_____ If I should be approached by a member of the congregation seeking pastoral care, I will gently remind them that I am not a pastor and encourage them to seek their pastor's care.

_____ In agreement with the role of an Authorized Lay Minister, I will not preside at baptisms, funerals or weddings unless expressly authorized to do so by the bishop.

_____ In agreement with the role of an Authorized Lay Worship Leader, should I be invited to lead worship at a congregation to which I have not been assigned by the bishop, I may do so only as any lay person may and not as an Authorized Lay Minister.

In _____ (enter year) we met _____ times and reviewed _____ sermons.
(Please indicate any major concerns that were discussed on a separate sheet.)

Signed: _____
Supervisor

Date

Signed: _____
Authorized Lay Minister

Date



Upper Susquehanna Synod Evangelical Lutheran Church in America

God's work. Our hands.

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Authorized Lay Minister Record of Continuing Education – 2024

for the calendar year _____ Lay Minister Name: _____

Please list all continuing education and the number of contact hours for each item.

Continuing Education related to the study and proclamation of the Holy Scriptures:

Event and location	hours
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Other Continuing Education:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Boundary Training (every five years; attach certificate of completion): *location and date*

_____	_____
Location	date

Signed: _____
Authorized Lay Minister Date

Signed: _____
Supervisor Date

Submit forms by December 31 to the bishop of the Upper Susquehanna Synod, PO Box 36, Lewisburg, PA 17837

(name of authorized lay minister)

**Attach separate sheet(s) if you need more space than what is provided.*

1. As you reflect upon the past year, what were the most significant developments, events, or accomplishments in your life and ministry?

2. Looking forward to this year, what will be the special emphases of your ministry?

3. As you engage these special emphases, what encouragement and support will you need?

4. How is your ministry and life going in your setting: joys, struggles, hopes, disappointments?

5. My most important continuing education learning of the past year is:

6. Note any concerns or issues you desire to share with your synod bishop.