#### **Authorised Lay Ministry Agreement 2022-2025**

**ALM:** …………………………………..... **Specialism:** ………………………………………..

**Incumbent:** ….……………..……….. **Parish(es)/Benefice:** .……………………..…

*The form should be kept available and referred to regularly. It may need to be amended by mutual agreement and updating. Please expand the boxes as necessary. This form is between the incumbent and the ALM and is not required to be sent to the diocese.*

|  |  |
| --- | --- |
|  | **Description of ministry** |
| **2022-2025** |
| Out of discussion between incumbent and ALM, describe …................................’s ALM ministry in the parish following authorisation on 16 October 2022 |  |
| *Please complete the following sections appropriate in years 2022, 2023 and 2024* |
| What are the agreed key areas for ministry and development in **Year 1** 2022-23? |  |
| Parish-based, Diocesan-based or other training requested, discussed and recommended for …............................. 2022-23 |  |
| By signing this agreement, you (the ALM) are confirming your Safeguarding training is up to date in accordance with the current Diocesan guidelines and that you understand you will need to refresh your training as and when your certificates expire and/or when new training is required by the Diocese. |
| Signed …................................................................ (ALM)Signed …..................................................................(incumbent)Date ….................................................. |
| **2023-2024** |
| Discussion and review of ….................................’s authorised lay ministry September 2023 |  |
| ….............................. (ALM)To comment on their ALM ministry 2022-23 |  |
| What are the agreed areas for ministry and development in **Year 2** 2023-24? |  |
| Parish-based, Diocesan-based or other training requested, discussed and recommended for …...............................(ALM) 2023-24 |  |
| By signing this agreement, you (the ALM) are confirming your Safeguarding training is up to date in accordance with the current Diocesan guidelines and that you understand you will need to refresh your training as and when your certificates expire and/or when new training is required by the Diocese. |
| Signed …................................................................ (ALM)Signed …..................................................................(incumbent)Date ….................................................. (2023) |
| **2024-2025** |
| Discussion and review of ….................................’s authorised lay ministry September 2024 |  |
| ….................................(ALM)To comment on their ALM ministry 2023-24 |  |
| What are the agreed areas for development in **Year 3** 2024-25? |  |
| Parish-based, Diocesan-based or other training requested, discussed and recommended for …................................... 2024-25 |  |  |
| By signing this agreement, you (the ALM) are confirming your Safeguarding training is up to date in accordance with the current Diocesan guidelines and that you understand you will need to refresh your training as and when your certificates expire and/or when new training is required by the Diocese. |  |
| Signed …................................................................ (ALM)Signed …..................................................................(incumbent)Date ….................................................. (2024) |  |

|  |  |
| --- | --- |
| **2025** |  |
| Discussion and review of …..................................’s authorised lay ministry September 2025 |  |  |
| …................................ (ALM)To comment on their ALM ministry 2024-25 |  |  |
| By signing this agreement, you (the ALM) are confirming your Safeguarding training is up to date in accordance with the current Diocesan guidelines and that you understand you will need to refresh your training as and when your certificates expire and/or when new training is required by the Diocese. |  |
| Signed …................................................................ (ALM)Signed …..................................................................(incumbent)Date ….................................................. (2025) |  |
| Discussion and recommendation by the incumbent **September 2025** regarding authorisation 2025-28 |  |
| Signed …................................................................ (ALM)Signed …..................................................................(incumbent)Date ….................................................. (2025) |