

Ad Clerum 3e.3

Assistant Ministers in the vacancy of a team or group ministry.

This paper should be read in conjunction with *Ad Clerum 3e.2: Assistant Ministers in a Vacancy of the Benefice*.

A. Team Ministries

1. When a vacancy occurs in a team ministry, the team rector will convene a meeting as in *Ad Clerum 3e.2*, the team rector will assume responsibility and become the named priest for the purposes of pastoral care (see *Ad Clerum 3e.2*, paragraph 2); when the team rector's post is vacant, the rural dean will convene the meeting.
2. When the vacancy is that of the team rectorship, the bishop will appoint a team vicar as acting team rector. The churchwardens are normally in charge of the parish, assisted by the acting team rector and, if necessary, the rural dean.
3. The churchwardens should ensure that everything will be done in partnership between themselves, the team rector, team vicars and the team ministry as a whole.

B. Group Ministries

1. When an incumbent leaves, the churchwardens are normally in charge of the parish, assisted by the rural dean (*Ad Clerum 3e.2*, paragraph 1).
2. When a vacancy occurs in a group ministry, the chair of the group will automatically become the named priest unless he or she has forwarded an alternative name to the bishop, and the group leader will make all necessary arrangements for the conduct of the vacancy with the assistant(s) and churchwardens.
3. When the vacancy in the chair of the group arises, a new chair should be appointed as soon as possible and following consultation with the group chairman and other members of the group. Where this cannot be done before the group leader actually leaves, the rural dean will need to liaise with the other members of the group to determine pastoral responsibility. The new leader would carry out the functions as in *Ad Clerum 3e.2*, paragraph 4.
4. The churchwardens should ensure that any action or decisions taken during the vacancy should reflect the partnership that exists between themselves, the chair of the group and the chairman of the Group Council.

Revised April 2015.