# Licensure

The Bishop of the Anglican Diocese of Christ Our Hope (DCH) may license clergy for specific ministry within the diocese, if they are duly ordained clergy in good standing from another ACNA diocese, or another Anglican jurisdiction, or who were demonstrably ordained in historic succession.

It is the policy of the Diocese that, in keeping with Article X of the Diocesan Constitution, called and gifted women who serve as either a Presbyter or Deacon in the originating Diocese may serve as a Deacon in this Diocese. Called and gifted men who serve as either a Presbyter or Deacon in the originating Diocese may serve in the corresponding role in this Diocese.

This policy shall not affect clergy initially licensed by the Bishop Ordinary prior to the year 2022 provided such licensed individuals continue to serve in the cure for which the license was issued.

Further, it is the policy of the Diocese of Christ our Hope that any woman licensed to serve in this Diocese under the above provision may not serve (even temporarily) as the Rector or any other role functioning as the overseeing clergy of any congregation of this Diocese.

Licenses are issued or renewed for a one-year period and are specific to a place and type of ministry. A report for the previous calendar year is due to the Bishop by the end of January. The form for this report can be obtained from the Diocesan Office of Leadership Development ([bbowman@adhope.org](mailto:bbowman@adhope.org)).

##### Checklist for Licensure

Forms and guides are available on our website at <https://www.adhope.org/credentialing-documents>

* Receipt of a letter from your bishop: of reference and permission to be licensed
* Receipt of written approval of the rector or ministry leader at the place of ministry to which you will be licensed
* Receipt of Ministry Application, Part I
* Completion and receipt of DCH background check, or provision of evidence of the same completed within the past five years
* Completion and receipt of Ministry Safe and UCSE courses (online sexual abuse prevention tutorials), or provision of documentation showing completion of the same. Contact [bbowman@adhope.org](mailto:bbowman@adhope.org) for Ministry Safe and UCSE login info.
* Completion of DCH Child Protection training.
* Interview with the DCH bishop
* Receipt of approval from the DCH bishop
* Certificate of Licensure issued

##### Checklist for License Renewal

* Receipt of a letter from your bishop: of reference and ongoing permission to be licensed
* Receipt of license renewal request and ministry report (form attached below)
* Receipt of annual report from Rector or his delegate (form attached below)

\*Clergy sexual misconduct prevention courses, child protection training, and background checks are required to be renewed periodically, including for those licensed.

**License Renewal Request and Ministry Report**

The Bishop of the Anglican Diocese of Christ Our Hope may renew licenses for clergy for specific ministry within the diocese, if they are duly ordained clergy in good standing from another ACNA diocese, or another Anglican jurisdiction, or who were demonstrably ordained in historic succession.

Licenses are issued for a one-year period and are specific to a place and type of ministry. The report for the previous calendar year is due to the Bishop by the end of January.

License Renewal Request

DATE

I, NAME, request the renewal of my license to minister as a clergy person in the Diocese of Christ our Hope, at CHURCH NAME.

Ministry and Report

Please answer the following questions, limiting your report to no more than 2 pages.

* What has been the focus of your ministry in the past year? Please describe multiple ministry areas as applicable.
  + What went particularly well?
  + What did not go well or could have gone better?
* How would you describe your relationship to the parish in which you serve?
* How would you describe your relationship with the Rector and his staff?
* Please describe the state of your spiritual and emotional health, including specific rhythms and practices you employ.
* As applicable, please describe the state of your spouse and children’s spiritual and emotional health.
* Are there any potential changes you foresee in your ministry in the coming year?
* What specific prayer needs do you have?

Please send your report by the end of January to Canon Ben Bowman ([bbowman@adhope.org](mailto:bbowman@adhope.org)).

**Rector Request and Report**

DATE

License Renewal Request

\*This report may be completed by a delegate of the Rector that has direct oversight of the licensed clergy person in question, but it must be approved and signed by the Rector.

On behalf of NAME OF LICENSED CLERGY, I, RECTOR NAME, request the renewal of their license to minister as a clergy person in the Diocese of Christ our Hope, at CHURCH NAME.

Ministry and Report

Please answer the following questions, limiting your report to no more than 2 pages.

* How has this person contributed to the life of the parish?
* Has this person effectively followed your direction as Rector and fulfilled their duties as given to them?
* Does this person have a healthy relationship with you, the staff, vestry, and parish community?
* What is your assessment of the state of their spiritual and emotional life, and that of their family (as applicable)?

Rector Signature

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Please send your report by the end of January to Canon Ben Bowman ([bbowman@adhope.org](mailto:bbowman@adhope.org)).