



# Lay Leadership Appointment Process & Protocol



The Salvation Army Canada & Bermuda Territory

The selection and appointment of leaders in the local church/corps is a sacred responsibility for every corps officer and ministry unit leader. When a corps officer is commissioning local officers in a traditional corps setting, specific orders and regulations are available. However, when a corps officer is establishing lay leadership under a new model of governance or administration, the following procedures should be followed:

- Prayerfully consider and seek Godly wisdom in order to identify individuals who demonstrate spiritual maturity and the appropriate gift mix to fill the leadership roles that you are considering.
- Present these name(s) and the position(s) to the existing corps council/mission board/leadership team, or to the pastoral care council, if these exist. If the corps is void of an effective leadership structure, present these names to a trusted member of the local church/corps.
- With the endorsement of the local church/corps, present the name(s) and the position(s) to Divisional Headquarters (Area Commander or Divisional Commander) for approval.
- After receipt of written approval from Divisional Headquarters, you may engage these individual candidates in a conversation around the specific leadership role you are considering them for, and the essential character and competencies that are required for this role.
- Review the job description and the leadership covenant with the individual and allow them some time to prayerfully consider the responsibilities and commitments that you are inviting them to accept.
- When all of the above steps have been successfully completed, invite the individual to sign the Lay Leadership Covenant and the Lay Leadership Certificate, which you will also sign in their presence.
- Give the original Lay Leadership Covenant to the individual and retain a copy of the covenant, and signed certificate for the church/corps records.
- Determine a suitable occasion in a public worship service to present the Lay Leadership Certificate to the individual, and “commission” them to this leadership role before the congregation.
- Review the covenant and the ministry of the individual at the conclusion of the 2 year term set at time of appointment to determine if the covenant should be renewed or concluded.