

## List of Areas of Experience and Skill that might be Covered

Sometimes curates and training incumbents ask for a list of areas of experience which curates should have covered by the end of the curacy, or skills they should have developed. In the past we have been reluctant to provide this, as such a list can easily be prioritised (partly because more easier to assess and 'tick') over the **more important** matters of disposition and character which are the focus of the Assessment of Curacy process. Having relented and given this list, please note it will **not be addressed in any systematic fashion in the assessment of curacy** and is offered as a guide only. This checklist is derived from one used by our friends in Rochester; not all of it will be relevant to each particular context in which curates minister. It might be used as a discussion document between the curate and the training incumbent, in the light of the local context, the tradition(s) of the benefice and previous relevant experience; or by a curate for her or his own reflection. We will add to the list if you feel there are things which would be beneficial for future curates

### Personal Development

Spirituality and prayer life: Daily Office, Quiet Time, prayer styles, spiritual director  
Biblical studies  
Reflection on role(s) and work  
Reflection on life journey  
Awareness of own learning style  
Continuing theological reflection/making connections  
Development of appropriate working rhythm, including time off, retreats etc.  
Awareness of gender dynamics in working relationships  
Development of understanding of partnership in ministry  
Development of creative support networks  
Understanding of confidentiality  
Exercising a leadership role/awareness of own leadership style

### Conduct of Worship

Requirements of Canon Law regarding worship  
1662 Holy Communion  
1662 Morning or Evening Prayer (sung?)  
*Common Worship Services*  
    Morning and Evening Prayer  
    Holy Communion  
Baptisms  
Weddings - CW  
Blessing after civil marriage  
Funerals  
Holy Week in more than one context  
Worship not following a prescribed form  
All-age worship  
Familiarity with newly authorised forms of worship e.g. fresh expressions  
Writing and planning special services  
Choosing music & liaison with musicians  
Reading, speaking & singing in church  
Leading intercessions  
Preparing the church & books for worship  
Preparing the communion vessels  
Practical awareness of traditions other than own (e.g. use of vestments, incense)

Choreography of worship

Practical and Legal requirements for online worship

### **Preaching**

Parish Eucharist

All-age worship

Preparation of audio/visual aids

Weddings

Funerals

To non-regular churchgoers (e.g. civic occasions)

Public speaking - not preaching

### **Mission and Evangelism**

Awareness of local context, in particular the social profile

Developed theology, understanding and practice of mission

Ability to present the Gospel message to those with little or no church background

Experience of using one of the evangelism resources, e.g. Alpha, Emmaus, etc.

Mission Action Planning

### **Pastoral and Educational**

Knowledge of how adults learn

Awareness of current issues in society and unconscious bias, e.g. racial, gender, sexuality, etc.

Baptism preparation:

as an individual

in a team

Sunday School

School Assemblies:

church school

non-church school

Confirmation - children and young people

Confirmation instruction - adults

Involvement in a church youth group

Marriage requests, e.g. from divorced people or co-habitees

Marriage preparation

Banns

Special licences/Archbishop's Licence

Funeral visiting

Teaching about prayer

Teaching about stewardship and giving

Home Group leadership

Bible study leadership

Pastoral visiting

Visiting the sick at home

Visiting the sick in hospital

Ministry to the sick and dying:

in hospital

at home

Healing services

Ministry in an institutional setting e.g. prison, old people's home

Working with volunteers & pastoral management  
Pastoral/listening skills and awareness of own limitations

### **Parish Organisation Skills**

Preparation for & chairing of meetings  
Legalities of lay officers, PCC & APCM  
Competence in using e-mail and Internet  
Paper management  
Time management  
Presentation skills & parish publicity  
Managing parish finances, fees & expenses  
Church registers  
Churchyards, DAC & Faculties  
Legalities of worship, including interfaith & ecumenical worship  
Safeguarding policies and processes  
The keeping of records  
Simple accounting & budgeting  
Long term planning & development  
Goal/objective setting & evaluation  
Writing magazine articles  
Working with the media  
Legal requirements for youth / children workers  
Personal safety awareness  
Recruitment of volunteers  
Recruitment of employed staff  
Understanding Parish Accounts

### **Additional Skills**

Emergency baptism in hospital  
Local incident emergency plans  
Blessing of objects, homes & people  
Encountering the mentally ill  
Anointing the sick  
Thanksgiving for birth of a child  
Death of babies - including stillbirths, abortion, miscarriage  
Sudden death e.g. accident, suicide, major incident  
Dealing with conflict  
Confession and absolution in formal & informal settings

### **Areas of expertise**

Schools - primary and secondary e.g. school governor  
People with mental illness  
People with disabilities of various kinds  
Work amongst deaf people  
Supporting laity in church life  
Supporting laity in secular life - work and community involvement  
Community development  
Interfaith dialogue

Effective teaching of the Christian faith within a changing culture

Equal opportunities

Media skills

Chaplaincy work - industrial, hospital, school, prison, community groups

Tourism and use of church buildings

Rural ministry

Urban and inner-city ministry

Suburban ministry

Spiritual direction/counselling

### **Links with the wider Church**

Awareness of diocesan resources and strategy for mission

Involvement in local deanery chapter

Awareness of national church structures

Awareness of Anglican Communion and world-wide Church