



**ORDER OF ST RICHARD**





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# What is the Order of S<sup>t</sup> Richard?

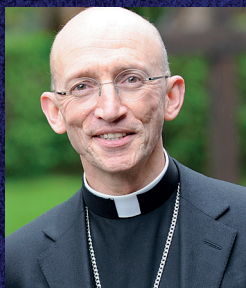
The Order of St Richard is an annual award for lay people which recognizes and celebrates exceptional contributions to the parish, its congregations and local community, and the diocese.

Ten people from each Archdeaconry will be nominated for the award every year. In selecting candidates for nomination clergy and lay sponsors are encouraged to draw upon people from a range of different backgrounds and ages.

An award ceremony will take place annually in the autumn in the Cathedral at which the Bishop will confer upon those nominated the Order of St Richard.

In 2019, the award ceremony will take place on 5 October.

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The Order of S<sup>t</sup> Richard has been initiated by Bishop Martin

### **How do I Nominate Someone?**

Parish clergy are invited to nominate a person from their parish who fulfils the criterion of 'exceptional service'. The nomination is made using a specially designed nomination form which is available on the Diocesan website. The form will ask for a rationale for why the person has been nominated for 'exceptional service'. The clergy nomination should also be supported by two lay sponsors who will also complete a nomination form. To avoid disappointment nominations must be kept strictly confidential. The closure date for nomination is 31 May 2019.

### **What is the Process for Selecting Nominees?**

The completed forms will be sent as email attachments to the Bishop's Chaplain. They will then be sent to the Archdeacons for any comments they may have. The forms together with any Archidiaconal comments are sent to the Nominations' Panel (6 people in all chaired by Sara Stonor with the Bishop's Chaplain as secretary to the Panel) which whittles the nominations down to 40 (10 per Archdeaconry). The Panel recommends nominees which go to the Bishop for approval.

The Bishop writes to the nominees informing them of their nomination, inviting them to receive the award and giving them details of the award ceremony. The nominees may at this stage decide not to receive the award. An announcement of those receiving the Order of St Richard will be made on 1 September 2019.

Any nominations which didn't make the final 40 and which may be worthy of consideration for next year will be retained by the Nominations' Panel for reconsideration in the following year.

### **When is the Award Ceremony?**

The Awards Ceremony will take place in the Cathedral on Saturday 5 October 2019 at 3.00 pm.

### **What is the Award?**

The Award will include a certificate signed by the Bishop, a specially designed medal to be worn around the neck on special occasions and a lapel pin which can be worn day to day by both men and women.





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