

**A Service of the Word**

with the Institution / Collation of

The Reverend *NN*

as Incumbent of

*NN*

by

The Right Reverend *NN*,

Bishop of *NN*

with the induction by

The Venerable *NN*,

Archdeacon of *NN*

Date

Time

Entrance Procession

*Acolyte Cross Acolyte*

*Readers*

*Visiting Clergy and Ministers*

*Incumbent Designate*

*Archdeacon*

*Churchwardens*

*Bishop*

*Bishop’s Chaplain*

Recessional Procession

*Acolyte Cross Acolyte*

*Readers*

*Visiting Clergy and Ministers*

*Archdeacon*

*New Incumbent*

*Churchwardens*

*Bishop*

*Bishop’s Chaplain*

**ORDER OF SERVICE**

*Members of the congregation are invited to join in the texts printed in* **bold***.  
  
Stand to sing the PROCESSIONAL HYMN.*

**Insert Hymn**

*The Bishop says*

Blessed be God, Father, Son and Holy Spirit.

**Blessed be his kingdom, now and for ever. Amen.**

There is one body and one spirit.

**There is one hope to which we were called;**

One Lord, one faith, one baptism.

**One God and Father of all.**

Peace be with you.  
**And also with you**.

*The Bishop introduces the service.*

*The congregation remains standing as the Incumbent designate is presented to the Bishop by the Patron or the Archdeacon:*

Reverend Father in God, we present to you the Revd *NN* to be admitted as Incumbent of this parish.

*The Bishop addresses the congregation:*

My brothers and sisters, we are all anointed by the spirit of God with many gifts and talents to enable us to live out our apostolic life as we seek to know, love, follow Jesus. I now call upon you, as as you receive a new priest and pastor, to live out what you proclaim.

Will you endeavour to maintain a life of daily prayer, regular Bible reading, and worship, by which you will grow in faith, hope and love?

**With the help and grace of God, we will.**

Will you honour the gifts God has given you, and will you reflect with prayer, penitence and thanksgiving on what it means to be a follower of Christ in all your relationships?

**With the help and grace of God, we will.**

Will you live your life in a way that will help others to know Jesus Christ, and will you humbly and joyfully share your faith with them?  
**With the help and grace of God, we will.**

Will you pray for one another, as companions and travelers on a road together, recognizing the presence and activity of God in each other?  
**With the help and grace of God, we will.**

Will you dare to carry the light of Christ into the world’s dark places and share with others the peace of God which passes all understanding?

**With the help and grace of God, we will.**

May God, who is faithful,

strengthen you in wisdom and love,

that you may fulfil the obligations you have undertaken,

to his glory in the growth of the Church on earth.

**Amen.**

*The Bishop says*

Let us now pray for *N* and for this parish to be committed to his/her care:

*A period of silent prayer is kept.*God our Father, Lord of all the world,

we thank you that through your Son

you have called us

into the fellowship of your universal church.

Hear our prayer for all your faithful people

that in their vocation and ministry

each may be an instrument of your love,

and give to your servant *N*

and all who minister in this place

the needful gifts of grace;

through our Lord and Saviour Jesus Christ.

Who lives and reigns with you and the Holy Spirit,

one God forever and ever.

**Amen.**

*Sit.*

**THE LITURGY OF THE WORD**

New Testament Reading

A reading from N.

Insert Scriptural text

This is the word of the Lord.

**Thanks be to God.**

Gradual Hymn

**Insert hymn**

*Remain standing.*

Gospel

The Lord be with you.

**And also with you.**

Hear the Gospel of our Lord Jesus Christ according to N.

**Glory to you, O Lord.**

Insert Gospel text

This is the Gospel of the Lord.

**Praise to you, O Christ.**

Sermon

*given by*

The Bishop

**THE LICENSING**

*Stand to sing the following (or an alternative worship song invoking the gifts of the Holy Spirit)*

O Holy Spirit, Lord of grace,

Eternal source of love,

Inflame, we pray, our inmost hearts

With fire from heaven above.

As thou dost join with holiest bonds

The Father and the Son,

So fill thy saints with mutual love

And link their hearts in one.

To God the Father, God the Son,

And God the Holy Ghost,

Eternal glory be from man,

And from the Angel-host.

*Tune: Tallis’s Ordinal*

*Sit.*

**TESTIMONY**

*An opportunity for a brief Testimony, giving a statement about the call to serve the Christian Community in which the new Incumbent is to be licensed, may be given here.*

*The Priest to be licensed stands before the Bishop.*

*The Bishop sits and says:*

The Church of England is part of the One, Holy, Catholic and Apostolic Church, worshipping the one true God, Father, Son and Holy Spirit.  It professes the faith uniquely revealed in the Holy Scriptures and set forth in the catholic creeds, which faith the Church is called upon to proclaim afresh in each generation.  Led by the Holy Spirit, it has borne witness to Christian truth in its historic formularies, the Thirty-Nine Articles of Religion, the Book of Common Prayer and the Ordering of Bishops, Priests and Deacons.

N, in the declaration you are about to make, will you affirm your loyalty to this inheritance of faith as your inspiration and guidance under God in bringing the grace and truth of Christ to this generation and making him known to those in your care?

*The Priest says*

I, *NN*, do so affirm and accordingly declare my belief in the faith which is revealed in the Holy Scriptures and set forth in the catholic creeds, and to which the historic formularies of the Church of England bear witness; and in public prayer and administration of the sacraments, I will use only the forms of service which are authorised or allowed by Canon.

*Holding the New Testament in the right hand and turning to face the people, the Priest then takes* **THE OATH OF ALLEGIANCE**

I, *NN*, do swear that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, her heirs and successors according to law: so help me God.

*Turning to the Bishop, the Priest then takes* **THE OATH OF CANONICAL OBEDIENCE**

I, *NN*, do swear by Almighty God that I will pay true and canonical obedience to the Lord Bishop of Chichester and his successors, in all things lawful and honest; so help me God.

*The Priest subscribes the Declaration and Oaths.*

*The Priest kneels before the Bishop, who reads the Legal Instrument and entrusts it to the Priest with these words:*

Receive the cure of souls which is both yours and mine; in the name of the Father and of the Son and of the Holy Spirit.

**Amen**.

*The Bishop then stands and blesses the Priest:*

Keep your eyes fixed on Jesus   
who was wounded for our sins,

that you may bear in your life and ministry   
the love and joy and peace   
which are the marks of Jesus in his disciples.

The Spirit of God rest on you,   
filling you with wisdom, understanding   
and the fear of the Lord.

The peace of Christ stand guard

over your heart and mind.

And the blessing of God almighty,   
the Father, the Son and the Holy Spirit,   
be with you always.

**Amen.**

*The Bishop presents the mandate for Induction to the Archdeacon.*

*The Bishop and the Rural Dean sit.*

*The Churchwardens conduct the Archdeacon and Incumbent to the principal door of the church.*

*The Archdeacon, placing the Incumbent’s hand upon the key or handle, says:*

By virtue of the authority given to me, I induct you into the real, actual and corporal possession of the Vicarage and Parish Church of *NN*, with all the rights, members and appurtenances thereunto belonging.

*The Incumbent then tolls the bell (if there is one), to signify his taking possession of the Benefice and the inauguration of a new Incumbency.*

*The Churchwardens conduct the Archdeacon and Incumbent to the Incumbent’s stall.*

*The Archdeacon places the new Incumbent in the Incumbent’s stall, saying:*

The Lord preserve your going out and your coming in,  
from this time forth for evermore.  
**Amen.**

*The new Incumbent is greeted with applause.*

*Stand.*

The Peace

*The Bishop says the following or may use a seasonal introduction:*

Christ is our peace. He has reconciled us to God in one body by the cross. We meet in his name and share his peace.

The peace of the Lord be always with you.

**And also with you.**

Let us offer one another a sign of peace.

*All may exchange a sign of peace.*

Worship Song / Hymn

*During which a collection is taken for the Bishop’s discretionary fund.*

**Insert hymn/song.**

*Stand or kneel.*

The Prayers

*Led by Lay representatives representing different aspects of parish life and apostolate. The Prayers may be accompanied by, or interspersed with, quiet music.*

The Lord’s Prayer

*One of the Churchwardens introduces and leads the congregation in the Lord’s Prayer:*

As Jesus taught us, so we pray:

**Our Father, who art in heaven,**

**hallowed be thy name;**

**thy kingdom come;**

**thy will be done;**

**on earth as it is in heaven.**

**Give us this day our daily bread.**

**And forgive us our trespasses,**

**as we forgive those who trespass against us.**

**And lead us not into temptation;**

**but deliver us from evil.**

**For thine is the kingdom,**

**the power and the glory,**

**for ever and ever.**

**Amen.**

*The Bishop says the concluding prayer:*

Most merciful redeemer,

you have sustained us with your word.

Strengthen us thereby in our walk with you

and renew our common discipleship

in this household of faith.

Kindle in all our hearts a desire

to work for the common good,

that this and every parish of this diocese

may be transformed in the service of your kingdom,

who with the Father and the Holy Spirit

are alive and reign,

one God now and for ever.

**Amen.**

*Sit.*

*The new Incumbent gives out any brief notices and then leads the congregation in the prayer of St. Richard of Chichester:*

**Thanks be to thee, O Lord Jesus Christ,**

**for all the benefits which thou hast given us,**

**for all the pains and insults which thou hast borne for us:**

**O most merciful Redeemer,**

**Friend and Brother,**

**may we know thee more clearly,**

**love thee more dearly**

**and follow thee more nearly.**

**Amen.**

The Blessing

*The Bishop says*

The Lord be with you.

**And also with you.**

Eternal God, source of every gift and grace,

through your Son Jesus Christ,

you grant us your blessings

that the church might be nourished and strengthened.

Bless N and this congregation today,

and confer upon them the gifts of your Spirit.

May they be filled with apostolic zeal

to proclaim the Gospel and remain humble in heart,

as they serve your household, the Church.

Bring us at the last into the peace of your kingdom

with all the saints

where all honour and glory are yours, Lord our God,

for ever and ever.

**Amen.**

And the blessing of God almighty, the Father, the Son and the Holy Spirit be among you and remain with you always.

**Amen.**

The Dismissal

*The Bishop says*

Go in peace to love and serve the Lord.

**In the name of Christ. Amen.**

Final Hymn / Worship Song

**Insert hymn / song**

The congregation are warmly invited

to stay for refreshments after the service

in the Church Hall.

**The Bishop of Chichester’s Discretionary Fund**

***Sustaining the fabric of the household of faith***

The Bishop of Chichester’s Discretionary Fund (BCDF) has been formed over many years from the collection at a diocesan event (mainly confirmations and licensings) celebrated by a bishop.

It supports the work of the diocese by making grants for projects and cases of exceptional hardship and fees for training and consultancy that cannot be met from the diocesan budget or other sources of grant funding.  It also funds hospitality for official visits and farewells.  The BCDF contributed to the establishment of the Order of St Richard.

In order to protect clergy and their dependants and other recipients in difficult circumstances, grants are discretionary and confidential.  It is not used for legal claims. The BCDF is audited annually by the Diocesan Secretary.

More information about the Diocese

can be found on its website:

**www.chichester.anglican.org**

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