

**DIOCESE OF LONDON
EDMONTON EPISCOPAL AREA**

INSTRUCTIONS FOR INSTITUTIONS & INDUCTIONS

1. The rite of Institution & Induction will normally take place within the Eucharist
2. The Bishop asks that a draft copy of the service be submitted to his office for approval at least a month in advance of the date the service is due to take place and the printed service should be with the Bishop at least a week before. A copy of the service should also be sent to the Archdeacon of Hampstead.
3. The Area Dean will arrange and conduct the rehearsal for the service. Those present at the rehearsal should include the new incumbent, the Churchwardens, the servers and the Organist / Director of Music.
4. The Bishop will arrive about half an hour before the service is due to begin.
5. Civic leaders, MPs, etc., should be met on arrival and escorted to and from their places and to the reception afterwards.
6. The Bishop will conduct the first part of the Eucharist from his chair in the centre. There will be no penitential rite, creed or intercessions.
7. There may be either two readings (NT or OT & Gospel) or three (OT, Psalm, NT & Gospel)
8. After the Churchwardens' welcome, other members of the community (Mayor, Civic leaders etc.) may appropriately welcome the new parish priest.
9. The new incumbent gives the notices, which should include
 - (a) a reference to any particular arrangements for the distribution to holy communion
 - (b) an open invitation to the reception afterwards
10. A reference to the fact that the collection is for the Bishop's Discretionary Fund for the training of clergy and ordinands should be printed in the service paper.
11. The following formula from Canon B 15a or similar words should be printed in the appropriate place:

Baptised persons who are communicant members of other Churches which subscribe to the doctrine of the Holy Trinity, and who are in good standing in their own church, are welcome to receive Holy Communion at this service.
12. Arrangements for Holy Communion will be carefully worked out at the rehearsal
13. The Bishop will attend the reception after the service



DIOCESE OF LONDON EDMONTON EPISCOPAL AREA

THE RITE OF INSTITUTION AND INDUCTION

PROCESSIONAL HYMN

THE GREETING

Bishop In the name of the Father and of the Son and of the Holy Spirit
People **Amen**

Bishop Peace be with you
People **And also with you**

The Bishop introduces the celebration

The Penitential rite is omitted

On Sundays (outside Advent & Lent) and on Principal Feasts the Gloria may be sung

THE COLLECT (or the Collect of the Day)

Bishop Let us pray

God our Father, Lord of all the world,
through your Son you have called us
into the fellowship of your universal Church;
hear our prayer for your faithful people
that in their vocation and ministry
each may be an instrument of your love,
and give to your servant *N.* now to be instituted
the needful gifts of grace;
through our Lord and Saviour Jesus Christ,
who is alive and reigns with you
in the unity of the Holy Spirit,
one God, now and for ever. Amen.

Sit

OLD TESTAMENT READING

PSALM OR HYMN

NEW TESTAMENT READING

ALLELUIA OR HYMN

Stand

THE GOSPEL

Sit

THE SERMON

Sit

THE PRESENTATION

The incumbent designate is presented to the Bishop by the Patron, saying:

Right Reverend Father in God, I present to you *N.* to be admitted to the cure of souls as Vicar / Rector of this parish.

The Bishop replies and then introduces the Declaration of Assent.

THE DECLARATION OF ASSENT AND THE OATHS

THE REAFFIRMATION OF ORDINATION VOWS

Bishop *N.*, before you are receive this share in our pastoral charge will you, before God and this congregation, renew your dedication to Christ as a priest of the new covenant?

Priest **I will**

Bishop At your ordination you accepted the responsibility of the priesthood out of love for the Lord Jesus and his church. Are you resolved to unite yourself more closely to him by being diligent in prayer and the study of the Holy Scriptures? Will you continually stir up the gift of God that is within you to make Christ known to all?

Priest **With the help of God, I will**

Bishop Are you resolved to be a faithful minister of the mysteries of God, to celebrate the Eucharist and other liturgical services with sincere devotion? Will you strive to fashion your own life and that of your household according to the way of Christ?

Priest **With the help of God, I will**

Bishop Will you promote unity, peace and love among all Christian people, and especially among those whom you serve? Will you do all that is within

Priest your power to build up the Church which is the Body of Christ?
With the help of God, I will

THE COMMISSION OF THE PEOPLE OF GOD

Bishop My brothers and sisters, we who are baptised are called to worship and serve the living God. As a new chapter begins in the life of this parish, let us recommit ourselves in the service of God and neighbour that the good news of his salvation may be known in our lives, our homes and our community.

People Will you continue in the apostles' teaching and fellowship, in the breaking of bread and in the prayers
With the help of God, we will

Bishop Will you persevere in resisting evil and, whenever you fall into sin, repent and return to the Lord?
People **With the help of God, we will**

Bishop Will you proclaim by word and example the good news of God in Christ?
People **With the help of God, we will**

Bishop Will you seek and serve Christ in all people, loving your neighbour as yourself?
People **With the help of God, we will**

Bishop Will you acknowledge Christ's authority over human society, by prayer for the world and its leaders, by defending the weak, and by seeking peace and justice?
People **With the help of God, we will**

Bishop May Christ dwell in your hearts through faith, that you may be rooted and grounded in love and bring forth the fruit of the Spirit.
People **Amen**

Sit for

THE INSTITUTION

The Incumbent designate kneels before the Bishop. The Bishop reads the deed of institution

The Bishop then blesses the new Incumbent, saying:

The God of peace, who brought again from the dead our Lord Jesus Christ, that great shepherd of the sheep, through the blood of the eternal covenant, make you perfect in every good work to do his will, working in you that which is well pleasing in his sight; and the blessing of God Almighty, the Father, the Son and the Holy Spirit come down upon you and remain with you always

The Incumbent answers

Amen

THE INDUCTION

The Bishop delivers the Mandate of Induction to the Archdeacon, saying:

Now that we have duly and canonically instituted our well-beloved in Christ, N., into the cure of souls of this living, we hereby empower and require you, Archdeacon, to induct him into the real, actual and corporal possession of this church and benefice.

The Archdeacon's procession goes to the door of the Church

The Archdeacon places the Incumbent's hand upon the handle of the door, saying:

By virtue of this Mandate, I do induct you into the real, actual and corporal possession of this church and benefice.

The Incumbent tolls the bell to signify his taking possession of the Parish Church

The Archdeacon's procession returns to the chancel, where the Archdeacon, taking the incumbent by the hand, places him in his stall. The Incumbent kneels and the Archdeacon says:

The Lord himself is your keeper, the Lord is your defence upon your right hand. The Lord preserve you from all evil; it is even he that shall keep your soul. The Lord preserve your going out and your coming in, from this time forth and for evermore. Amen.

The people remain standing while the new Incumbent prays for his parish

THE WELCOME

The Archdeacon then takes the Incumbent to the chancel steps where the Bishop presents him to the congregation, saying:

Having duly and legally instituted and inducted N., into the cure of souls of this parish I now present him to you as your new parish priest. May he be richly blessed in the ministry now entrusted to him.

The Churchwardens greet the new Incumbent in these or other suitable words.

On behalf of the parish of N. we welcome you as our new Vicar/Rector. We promise that we will bear our full share with you in all the work of the parish.

Other representatives of the community may greet the new Incumbent

The Incumbent replies in conclusion:

Thank you for your welcome. Let us pray daily for one another that we may work together for Christ with faithfulness, zeal and love.

The Incumbent gives the notices

THE PEACE *(these or other words cf. Common Worship 'Times & Seasons')*

Bishop We are the Body of Christ.
 In the one Spirit we were all baptised into one body.
 Let us then pursue all that makes for peace
 and builds up our common life.

People The peace of the Lord be always with you
 And also with you

 Let us offer one another a sign of peace

OFFERTORY HYMN

THE EUCHARISTIC PRAYER

*The preface of Ordination or another appropriate seasonal preface may be used.
The longer preface may be used with Prayers A, B or E.*

It is indeed right and good, our duty and our salvation, always and everywhere to give you thanks and praise through your Son Jesus Christ, our great high priest. He was lifted up for us on the cross that he might reveal your glory and draw all people to himself. You exalted him to your right hand on high and through your Holy Spirit you sent upon your people a rich diversity of gifts. From this royal priestly people you raise up ministers to proclaim your word, to care for your people and to be the stewards of your holy mysteries. You call them to serve the world your Son redeemed and build up his body the Church to be his bride. Therefore with angels and archangels, and with all the company of heaven, we proclaim your great and glorious name, for ever praising you and saying: ...

And now we give you thanks because within the royal priesthood of your Church you ordain ministers to proclaim the word of God, to care for your people and to celebrate the sacraments of the new covenant...

THE LORD'S PRAYER

FRACTION

AGNUS DEI

INVITATION TO COMMUNION

COMMUNION HYMNS *(songs, anthems as appropriate)*

POST COMMUNION PRAYER *(Either this prayer or the proper prayer of the day)*

Bishop Heavenly Father,
 whose ascended Son gave gifts of leadership and service to the Church:
 strengthen us who have received this holy food
 to be good stewards of your manifold grace,
 through him whom came not to be served but to serve,
 and give up his life as a ransom for many,
 Jesus Christ our Lord. Amen

BLESSING *(Either this or another seasonal blessing)*

May Almighty God, who for the salvation of the world gives to his people many gifts and ministries to the advancement of his glory, stir up in you the gifts of his grace, sustain each one of you in your own ministry; and the blessing...

DISMISSAL

RECESSIONAL HYMN