



POLICY FOR THE FUNERAL OF ROSTERED MINISTERS

As the funeral of a pastor or diaconal minister involves both the local leadership and the leadership of the wider church, the bishop's office has approved a policy to guide those working together to care for the family of a deceased rostered minister. (Nov, 2016)

Guiding principles:

In the planning of the funeral, the needs and desires of the family of the deceased are the primary consideration.

The local rostered leader who has been caring for the deceased and his/her family is the normal leader in making arrangements with the family.

Involving the synodical bishop, bishop's office and colleagues in rostered ministry is important for the wider church.

Procedure

The local rostered minister who has been caring for the deceased and his/her family assumes the role of the lead minister in arranging for the funeral

1. Immediate arrangements are the responsibility of the local rostered minister of the deceased and her/his family: The rostered minister of the deceased who has been caring for the family takes on a typical pastoral role, providing pastoral care to the family, meeting with the family to make plans for the funeral service, leading the funeral service, and providing after care.
2. Should a rostered minister die while in office, and no other pastor is serving in the same ministry, the bishop appoints someone to make such arrangements.

The local rostered minister is responsible to make contact with the Synod office and the synodical bishop.

1. The local rostered minister communicates with Synod office as soon as possible. This communication allows for the synod office to see to appropriate communication with the synod.
2. The local rostered minister contacts the synod bishop about her/his availability for the service (or the availability of a bishop's representative). The time constraints of the family of the deceased remain the most important consideration, but the lead rostered leader makes every effort to allow for the bishop's involvement in the service.

The local rostered minister is in charge of the service itself.

1. The local rostered minister shapes the funeral service with the family.
2. In conversation with the family, the local rostered minister chooses whether to ask the bishop or bishop's representative to preach at the service, to preside at the service, or simply to be present and lead the gathering in the prayer of commendation (or additionally in other parts of the service).

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Involvement of other rostered ministers is encouraged:

1. Other rostered leaders are normally invited to participate in the funeral liturgy. A common form of this participation is for rostered leaders to vest and process in together as a sign of solidarity and mutual care.
2. At the end of the service, vested rostered ministers (and those who may not be vested) may be asked to form an “honor guard” at a suitable place near the narthex.
3. The local rostered minister communicates with Synod office the invitation for rostered leaders to “vest” either simply in the color of the liturgical season or in the white of Easter or in the red of ordination.