



Anglican Diocese of Pittsburgh

The Rt. Rev. James L. Hobby, Jr., Bishop

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Dear Partner in the Gospel,

I believe effective episcopal visits consist of three visits: 1) with the clergy person (along with spouse and family, when there are such); 2) with the leaders of the congregation; and 3) with the congregation itself. Time constraints often preclude all three visits from happening at the same time (especially if the visit is only for a Sunday morning). If that is the case, I want us to work together to figure out how the missing visit(s) can happen at an alternative time.

In order to make the most of my visit to your congregation, I need your help. Please take some time with the questions on the next pages. They are intended to be conversation starters. Give them some reflective attention without obsessing about each answer. I'm looking for a sense of how you, your family (if you have one) and your congregation are doing.

Here are a few of my personal preferences to consider in your planning.

1. Shari and I often travel together. If our visit with you entails an overnight, our preference would be to stay with you or one of your parishioners. If that is not feasible or desirable, please list a recommended hotel on the visitation form.
2. I prefer that local clergy do baptisms since you have the primary pastoral relationship with the baptismal candidates.
3. I am willing to vest according to the liturgical ethos of your congregation. If your worship style is formal, I can vest in cope and miter (or chasuble and miter). If your worship style is less formal, I can vest in rochet and chimere.
4. Since my key role with your congregation is more akin to itinerant prophet than local celebrity, I would prefer receptions/social times that provide opportunities for me to interact with people. For example, I would prefer a "coffee hour" setting that allowed for conversation instead of a formal receiving line or program (shaking hands as people exit worship is fine). When meeting with your leaders, I would like to be able to talk to them instead of sitting at a head table where I can only talk to one or two of them. I am hoping to talk more to the people of your congregation about their walk with Jesus than about the Steelers (or at least as much as!).
5. Your submitting these forms at least two weeks before the visit is very helpful.

I look forward to spending time with you, your leaders and your congregation.

With you, under God's mercy,

+ Jim

PERSONAL QUESTIONS FOR REFLECTION

1. Where do you see the Lord working through you? What can you celebrate from the last month/quarter/year?
2. What have you been reading?
3. What lessons have you been learning?
4. What “headwinds” or challenges are you facing in your ministry as a leader?
5. What challenges are you and your family facing?
6. Where are you experiencing joy?
7. On a scale of 1 (depression) and 10 (incessant experience of God’s delight), what is your joy quotient? How can I help move your joy quotient up one or two points?
8. How is Satan trying to steal your joy?
9. What is the next step of obedience in your personal life?
10. What is your congregation’s next step of obedience?
11. How can Shari and I be praying for you?
12. What else do you want me to know about you, your family or your congregation?

CONGREGATIONAL LEADERSHIP QUESTIONS (For Clergy & Lay Leaders)

1. What is your congregation's purpose?
2. Why do you exist as a congregation, institution or organization?
3. What would be lost in your community, in our field or in our world if we ceased to be?
4. What purposes and principles must you protect as central to your identity?
5. What are your congregation's core values?
6. Where does your congregation fit on the Typography of Group Size?
7. Does your leadership structure align with your size?
8. Whom is God calling your congregation to reach with the Gospel in your "Jerusalem/Judea," Samaria," and "Ends of the Earth" (See Acts 1:8)?
9. What is your congregation's next step of obedience?
10. How can Shari and I be praying for your congregation?

Typology of Group Size

Size (# of people)	Type	Purpose	Leadership
3-5	Accountability or "Reunion" Group	Mutual Accountability and Support	Shared among Lay People Involved
5-15	Small Group in a Congregation or Parish	Study and Support	Small Group Leader (Lay Person)
	Core Team of a Church Plant	Discerning direction and providing leadership for a new church	Church Planter (Lay/Ordained) or Lay Pastor/Catechist
15-40	Missional Community in a Congregation or Parish	Reaching out into a local community to make a difference	Lay Pastor/Catechist
	Launch Team of a Church Plant	Worship, Evangelism, Discipleship (WED)	Church Planter (Lay/Ordained) or Lay Pastor/Catechist
40-100	Parish	WED plus Communication, Administration and Pastoral Care (CAP) - with at least one missional community	Part-time Priest (1/3 to 2/3)
	Congregation	WED (with Parish providing CAP)	Part-time or full-time priest or Lay Pastor who is on staff with the Parish providing CAP
	Adolescent Church Plant	WED (with Parent/Partner parish providing CAP)	Full-time Church Planter/Priest
100+	Parish	WEDCAP (for self) - with at least one missional community	Full-time Priest* (and staff)
	Parent/Partner Church	WEDCAP (for self) and CAP (for plant) - with at least one church plant	Full-time Priest* (and staff, including Church Planter for Daughter Church)

CONGREGATION VISITATION PLANNING FORM

Please return this completed to the Bishop’s office form *no less than two weeks in advance* of visitation. Additionally, please send a draft of any proposed service leaflet(s) a week prior.

Rector or Priest/Deacon-in-Charge: _____

Parish Name and Address: _____

Contact Phone Number: (For emergency use): _____

Date of Visitation: _____

Desired Arrival Date/Time: _____ Depart After: _____

If the visit includes an overnight, where will the Bishop (and Mama Shari) be staying?

SCHEDULE OF VISITS

Time with Clergy/Clergy family

Time with Congregation (Outside of worship)

Date: _____ Time: _____

Date: _____ Time: _____

Time with Congregational Leaders

Time with Confirmands

Date: _____ Time: _____

Date: _____ Time: _____

WORSHIP PLAN

Service Time(s): _____

Liturgy: ACNA Standard Text BCP 1979 Other: _____
 Renewed Ancient Text

Lessons:

Old Testament: _____

Psalm(s): _____

Epistle: _____

Gospel: _____

Liturgical Color (the usual color for confirmation is red): _____

Bishop Vesting: Formal – Cope and Miter Informal – Rochet and Chimere

The Bishop will plan on preaching unless otherwise noted.

Things which would be helpful for the Bishop to emphasize in discussion or announcements.

Confirmations, Receptions, Reaffirmations

There will be _____ confirmations, _____ receptions, _____ reaffirmations.



Please include a one-page testimony from the confirmand.

Please complete the attached list including full names. The Bishop will bring the completed certificates on the day of the Service.

TEACHING OPPORTUNITIES

Would you like the Bishop to meet with/teach a class during his visit? If so, which one?

Adult Class Teen Class Confirmation Class Children's Class Other

Education Time:

Desired Topic:

FELLOWSHIP OPPORTUNITIES

How will the Bishop interact informally with the congregation (e.g. Coffee Hour, Reception, Dinner, etc.)?

OUTREACH OPPORTUNITIES

How can the Bishop help your congregation reach out to your surrounding community (e.g. prayer walking, evangelistic or apologetic meeting, etc.)

AWARDS AT THE DISCRETION OF THE RECTOR

Award for Exemplary Service – One person per category

This award recognizes people who have consistently exemplified Christ-like service in the congregation or in the broader community in ways fitting their age and stage of life.

Child: _____

Teen (ages 13-19): _____

Adult (ages 20-up): _____

Award for Excellence in Scripture – One person per category

This award recognizes people who have so consistently “heard, read, marked, learned and inwardly digested” the Scriptures that their lives have been transformed by God’s Word.

Child: _____

Teen (ages 13-19): _____

Adult (ages 20-up): _____

St. Philip Award for Proclaiming the Good News – One person per category.

This award recognizes people whom God is using to declare the message of the Gospel. Their proclamation of the Gospel may take many forms. It is important, however, that it includes words.

Child: _____

Teen (ages 13-19): _____

Adult (ages 20-up): _____

Other Recognitions / Celebrations / Blessings:

Other Special Requests:

CONFIRMATION / RECEPTION / REAFFIRMATION LIST
Return to Bishop's Office with Visitation Form

CHURCH* _____ CITY: _____ DATE: _____

RECTOR: _____ BISHOP OFFICIATING: _____

*FOR THOSE WHO HAVE COME FOR CONFIRMATION, OR RECEPTION FROM ANOTHER CONGREGATION, PLEASE NOTE THAT CONGREGATION WITH THE PERSON'S NAME.

Anglicanism requires a public and personal profession of the Faith from every adult believer in Jesus Christ. Confirmation by a bishop is its liturgical expression. Confirmation is evident in Scripture: the Apostles prayed for and laid their hands on those who had already been baptized (Acts 8:14-17; 19:6; 2 Timothy 1:6-7).

In Confirmation, God, through the bishop's prayer for daily increase in the Holy Spirit, strengthens the believer for Christian life in the service of Christ and his kingdom. Grace is God's gift, and we pray that he will pour out his Holy Spirit on those who have already been made his children by adoption and grace in Baptism.

At the direction of the Bishop, and after public reaffirmation of their baptismal promises, those having made adult professions of faith in other Christian traditions (including those confirmed in other traditions) are *received* into the Anglican Church with prayer and the laying on of hands by a bishop.

Confirmed believers who are already members of this Church (including those received from other traditions as above, those returning to active Christian discipleship after lapse, and those experiencing a renewal of Christian commitment or significant life transition) may also *reaffirm* the pledges made to Christ and his Church with prayer and the laying on of hands by a bishop.

Name of Person	Confirmed	Received	Reaffirmed	Age	Denomination of Baptism or Adult Profession	Date (if known)