



Metropolitan Chicago Synod

Evangelical Lutheran Church in America

God's work. Our hands.

Liturgical Rubric and Procedures for Ordinations

Updated April 15, 2020

Dates for ordinations

Ordinations in the Metropolitan Chicago Synod will normally take place four times a year, as needed:

- On or near Transfiguration Sunday
- On or near the Third Sunday of Easter
- On or near the Festival of St. Bartholomew (August 24)
- On or near Reformation or All Saints Sundays (Last Sunday of October / First Sunday of November)

Who plans the ordination?

The liturgy for the Holy Eucharist with Rite of Ordination is planned by the synod Worship Team. This includes hymns, readings, worship leaders, etc. Candidates for ordination are invited to participate by choosing one or more ordination sponsors who are ministers of Word and Sacrament or ministers of Word and Service, respective of the candidate's roster, in the Evangelical Lutheran Church in America.

Where do ordinations take place?

Ordinations are scheduled at centrally located parishes of the synod that offer ample parking, are near public transportation, and in venues that can handle large assemblies.

Who prints the bulletins?

The synod staff and Worship Team is responsible for the printing of bulletins.

Can I be ordained in my home synod? In my home parish?

It is the standard practice for candidates receiving a call in the Metropolitan Chicago Synod to be ordained in one of the quarterly joint ordination services planned by the synod's Worship Team. Ordination is a service of the whole church and rooted in the receipt of call in this place. It is more than just a personal celebration – but rather a celebration of our whole synod surrounding new colleagues in support of their ministry. If there is a pressing pastoral care concern, the bishop may consider an exception to this practice. Please be in contact with Pastor Severson (kseverson@mcselca.org) if there is a concern.

What if I start my call before I am ordained?

If you begin serving the parish to which you have been called before you are ordained, and the congregation wishes to have you preside at the Eucharist, the bishop will consider a request to provide a letter of dispensation to preside at Holy Communion for a limited time, generally until the ordination. Please contact Heather Haynes (hhaynes@mcselca.org) and Pastor Severson (kseverson@mcselca.org).

Who preaches and presides at ordinations?

The bishop of the Metropolitan Chicago Synod preaches and presides at ordinations in our synod.

What do I need to do to prepare for the Ordination Eucharist?

- Spiritual preparation leading up to the ordination, including designated time for prayer, reflection, and study of Holy Scripture;
- Reflection on the rite of ordination itself (Occasional Services for the Assembly);
- Invite sponsors that are rostered ministers of the ELCA from your respective roster, and forward those names on to the appropriate Associate to the Bishop and the chair of the Worship Team, Pastor Severson (kseverson@mcselca.org) and Pastor Christina Klein (pastorcklein@gmail.com), at least three weeks before the ordination;
- Procure a red stole and alb;
- Send out invitations to any family, friends you wish to invite;
- Encourage and invite members of your calling congregation, as well as any congregation that participated in your formation, to attend the liturgy.

What about installation?

Installation occurs after the ordination and is a separate event, scheduled with the Associates to the Bishop assigned to their conference, and planned in consultation with them.

South and Northeast – Pastor Robert Biekman (rbiekman@mcselca.org)

Northwest and West - Pastor Sunitha Mortha (smortha@mcselca.org)

North and Near West – Pastor Kyle Severson (kseverson@mcselca.org)

Central and Southwest – Pastor Kathy Nolte (knolte@mcselca.org)

The exception to this is when there are no other candidates for ordination. In this case, the ordination and installation can occur in the same liturgy at the calling congregation.

SCHEDULE

One month before the ordination:

- The chair of the Worship Team will be in contact with candidates for ordination to inform them of synodical policies regarding ordinations.

Three weeks before the ordination:

- Candidates inform the chair of the Worship Team and Associate to the Bishop relating to the Worship team of the names of their ordination sponsors;
- Synod issues e-mail invitation to rostered ministers of the synod;
- Candidates send out invitations to family and friends;
- Candidates have in-hand their red stole.

Two weeks before the ordination:

- Deadline for those to be ordained. Those who are voted on after this time will be moved to the next ordination.

Day of Ordination:

- Candidates arrive at host congregation two hours before the ordination liturgy begins. This is a vital requirement, because we will be rehearsing the entire service so that everything will run smoothly.

What do I wear to the ordination Eucharist?

Candidates for ordination to Word and Sacrament normally wear clerical collars that day. Candidates are vested throughout the liturgy in white alb. The red stole is worn only after the Rite of Ordination.

Candidates for ordination to Word and Service will be vested throughout the liturgy in white alb. A red diaconal stole or towel can be given to the newly ordained at the appropriate time in the liturgy.

Reception

The synod will host a light reception for the newly ordained immediately following the liturgy.