

## **JOHN KNOX PRESBYTERY**

### **PROCEDURE FOR RECOGNITION OF RETIREMENT OF TEACHING ELDERS**

Chair of the Committee on Ministry will:

Contact the Presbytery Office with:

1. Full name of the person planning to retire.
2. Date of retirement
3. Date of recognition

Presbytery Office, after receiving the information, will:

1. Prepare certificate
2. Notify moderator (or vice moderator) of:
  - Name of retiree
  - Date of retirement
  - Date of presbytery recognition
3. Send confirmation letter to retiree, with a copy to clerk of session, if applicable
4. Prepare retirement service bulletins

Moderator (or vice moderator) will:

1. Be in contact with the retiree, making all remaining arrangements for the retirement service.
2. Preside at the retirement service at the presbytery meeting.

### **CRE: RECOGNITION OF SERVICE**



**Service for the Recognition of the Conclusion of a Relationship of Commissioned Pastoral  
Service by a Ruling Elder**

*Leader, calls forward (the person whose commission is ending and) addresses presbytery:*

As many of you as were baptized into Christ have clothed yourselves with Christ. (Galatians 3:27-28)

Lead a life worthy of the calling to which you have been called, making every effort to maintain the unity of the Spirit in the bond of peace. There is one body and one Spirit, just as we were called to the one hope of our calling, one Lord, One faith, one baptism, one God and Father of all, who is above all and through all and in all. (Ephesians 4:1-6)

As there were in Old Testament times elders for the government of the people, so the New Testament church provided persons with particular gifts to share (g) in discernment of God's Spirit and governance of God's people. Accordingly, congregations elect persons of wisdom and maturity of faith, having demonstrated skills in leadership and being compassionate in spirit. Ruling elders are so named not because they "lord it over" the congregation (Matt. 20:25), but because they are chosen by the congregation to discern and measure its fidelity to the Word of God, and to strengthen and nurture its faith and life. Ruling elders, together with teaching elders, exercise leadership, government, spiritual discernment, and discipline and have responsibilities for the life of a congregation as well as the whole church, including ecumenical relationships. (G-2.0301)

*Addressing nn (the particular Ruling Elder):*

Because it determined that "its strategy for mission required it," on (date of commissioning), the John Knox Presbytery commissioned you to "limited pastoral service" as a temporary supply pastor for the congregations of xx Presbyterian Churches, city, IA. You repeated your ordination vows and took on a new and specialized role as Ruling Elder, continuing to live the promises you had made at ordination, adding pastoral roles to your understanding and vocation.

As you leave this service to which you were commissioned, John Knox Presbytery recognizes that you diligently carried out your promise to "be a faithful ruling elder in this commission, serving the people by proclaiming the good news, teaching faith and caring for the people, and in your ministry ... try[ing] to show the love and justice of Jesus Christ? (W-4.4003i(4))

The John Knox Presbytery gratefully acknowledges your gifts for particular pastoral ministry and thanks you for serving the people with energy, intelligence, imagination and love; and for being a friend among your colleagues in ministry.

As the terms of your commission end, you return to your service as ruling elder in a congregation, where you may perform any of the tasks ordinarily assigned to ruling elders.

Thank you for your particular ministry among us. *(Hand shaking, certificate presentations, or other expressions of gratitude might be made here. nn (Ruling Elder retiring from commissioned service) might be asked to speak.*

The leader concludes with prayer of thanksgiving and blessing. (This prayer is a suggestion. It was adapted from 2 prayers in the *Book of Occasional Services*. It might be used as is or adapted):

Eternal God, look mercifully upon your servant nn, whose service as a Ruling Elder commissioned to limited pastoral service we recognize today. We praise you for joys and accomplishments and for your grace which has nurtured and sustained him and the congregations he served. Let his pastoral service end with your blessing. Touch all memories with your grace and peace. Help him to live with courage and gladness the future you have in mind for him, that he will always offer you his highest and his best. Through Jesus Christ our Lord. Amen.