

Guiding principles

Why do we install staff into their respective roles in Lutheran education communities (LEC*)? Firstly, it is to give glory to God for providing gifted and talented staff for our education communities. It is also to acknowledge that the gifts and talents of the staff God has brought to our education communities are God's gifts, as are the staff members themselves.

The Rite of Installation is a means by which we welcome new members of staff into our Lutheran education communities. The rite identifies that we have an ongoing connection with the mission and ministry of the Lutheran Church through our schools, colleges and early childhood services. The Rite of Installation also provides an opportunity for students, staff and parents to welcome new staff into their community, allowing them to honour all staff who serve in education communities.

- It is important to brief staff appropriately. A letter of invitation that outlines the intent of an installation, the wording of the rite and other relevant details is recommended.
- This rite is used either during a service in the congregation to which the LEC is attached, or in a service at the LEC, such as the opening of the academic year.
- The presiding minister may be the pastor of the partner congregation, the school / college pastor / chaplain or a district representative.
- If a new principal / director is being installed, this will take place first. The new principal / director would then be involved in new staff installations.
- If there are student leadership installations, these will follow the new staff installation.
- Where appropriate, students and staff should be involved in readings and prayers.
- If the installation is held as part of a congregational service, it generally takes place after the offertory. The readings and prayers used are those for the day.
- If the installation is part of a LEC service, readings and prayers appropriate for the occasion may be used. The following are suggested readings:
Deuteronomy 6:4-9; Psalm 119:103-105; Isaiah 55:10,11; 1 Corinthians 12:4-6;
2 Timothy 2:15; Mark 10:13-16; Luke 2:41-52; John 21:15-17.

** LEC = Lutheran education community; this refers to a Lutheran school, college or early childhood service.*

The principal / director says to the minister:

(Name of minister), I present to you the following staff who have been appointed to serve as staff at

Staff members come forward to the altar as their names and positions are read.

The minister addresses the staff:

WORD OF GOD:

Friends in Christ, St Paul says: There are different kinds of spiritual gifts, but the same Spirit gives them. There are different ways of serving, but the same Lord is served. There are different abilities to perform service, but the same God gives ability to all for their particular service. The Spirit's presence is shown in some way in each person for the good of all.

DECLARATION OF INTENT

Option 1:

New staff members, you have been called to serve as members of You are required to serve and act in accordance with God's Word as confessed by the Lutheran Church of Australia and New Zealand. Do you intend to carry out your duties faithfully? (If so, say 'Yes, I do'.)

Option 2:

New staff members, you have been appointed to serve and assist in the work of You are required to uphold the Christian values and identity of Lutheran Education Australia in your service and conduct. Do you intend to carry out your duties faithfully? (If so, say 'Yes, I do'.)

Yes, I do.

INSTALLATION

The minister says

I install you as staff of, in the name of the Father and of the Son † and of the Holy Spirit.

Amen.

The installed staff face the congregation / assembly.

RECEPTION

The minister says to the congregation / assembly:

Members of community: Receive our new staff as colleagues and valued members of our community. Pray for them, honour and support them, and work peacefully together with them. You may welcome them with applause.

Principal / director (along with other appointed leaders) to greet each one.

The principal / director and new staff face the altar. The minister says the following prayer.

Let us pray.

Lord God, we thank you that you have given various tasks to your church, and people to carry them out. Help our newly installed staff members to use the gifts that you have given them, by serving faithfully. Give them the gift of your Spirit, so that they may willingly carry out their responsibilities. Bless each of us in our tasks, and help us to use our gifts to the praise and glory of your holy name, through Jesus Christ our Lord.

Amen.

The whole staff is then invited to stand, in order that their work may be commended to God at the beginning of the new academic year.

Let us pray.

Lord God, heavenly Father: Since you have called us to serve each other with the gifts that we receive from you, equip us with the gifts of your Holy Spirit, so that this community may be built up as it honours and serves you. Eternal God, whose wisdom maintains the order of the universe and sustains all life on earth: Bless all communities of Lutheran education, so that they may be places for sound education, new discovery, and the pursuit of wisdom. Grant that those who teach and those who learn may find you to be the source of all truth, through Jesus Christ our Lord.

Amen.

BLESSING

God the Father give you his Holy Spirit to work in you and support you, so that you may serve our Lord Jesus Christ † faithfully.

Amen.