

SED - Pastoral Ordination and Installation Preparation and Tips

The ordination and/or installation of a pastor is a great blessing and gift. It is a day to give praise and thanksgiving to God for providing His church with faithful servants who will shepherd his flock and partner with the priesthood of believers in fulfilling the mission and vision of the church.

The ordination service includes the rite of installation.
If a pastor is ordained, the rite of installation is followed.

To assist congregations in their planning for the service, the Southeastern District is providing the following guidelines:

The Office of the District President:

- An ordination and installation of a called worker is the function of the District President and his office. Please consult the District President Office when planning an ordination or installation service.

Date and Time

- Before a date is finalized the congregation or worker should seek availability and permission from the District President's Office.
- The installation may be part of the Sunday worship service however, in most cases it is a separate service.
- If the service is on a Sunday, please plan to schedule the service later in the day to allow local LCMS clergy time to attend.
- It is acceptable to schedule an installation service on a Saturday (or an alternate day). Although times vary, it is common to see a service at 11 AM or 3 PM. This allows fellow LCMS clergy to attend without conflicts from Sunday services.

Invitations

- It is appropriate for the congregation to prepare and send out invitations for the ordination or installation service.
- In addition to the congregation being invited, invitations should be sent to
 - the Southeastern District President and District Staff
 - the Regional Vice President of the Southeastern District
 - congregations and clergy from within the circuit
 - In some cases, it is good to send invitations to the surrounding circuits as well.

The Installation Service

The Rite of Ordination is found on page 160 and Rite of Installation is found on page 174 of the Agenda of the Lutheran Service Book. There are several notes concerning the ordination and installation in the Agenda including:

- The installation preferably takes place in the Divine Service before the Prayers of the Church.
- The liturgical color for an installation and ordination is red.
- The procession into the church is as follows: crucifer, the pastor-elect, assisting ministers, the presiding minister, the District President (if present).
 - The District President or his designee will serve as the presiding minister unless otherwise arranged.
- Following the installation, the newly installed pastor assumes the role of the presiding minister, beginning with the Prayers of the Church.

Other Service Notes

- Seats should be reserved for all participants in the service.
 - A separate seat should be arranged for the candidate/pastor.
- The Circuit Visitor will assign the readings for the rite of ordination/installation.
 - These are separate readings from the Old Testament, Epistle and Gospel
 - Please note the Agenda allows for *all or some* of the readings to be shared.
- The District President will serve as the proclaimer for the service.
 - Pastors may request a proclaimer other than the District President and should work with his office when that request is being made.
- The Rite of Ordination includes the laying on of hands by present LCMS clergy.
- The laying on of hands is not part of the installation service.
 - However some pastors may choose to have LCMS clergy present lay hands and pray for his ministry.
- Suggestion: At the end of the service, clergy should remain in the sanctuary and not recess so that pictures may be taken following the service.

Reception

- It is customary but not required to have a reception for the pastor and his family following the service.