

## **Guidelines for the Preparation of a Service of Ordination**

The order for the ordination service is found in the U.C.C. Book of Worship. The Metropolitan Boston Association follows this order, with freedom to adapt it as needed.

A date and time for the service may be reserved on the Association calendar in advance. You should present an outline of your proposed ordination service to the Association office, and indicate who will be participating in the leadership of the service. You should also indicate for what purpose the offering will be designated. The Association recommends that offerings be designated in whole or in part for the MBA Scholarship Fund.

Ordination is a service of the Association in cooperation with the ordinand and the sponsoring church. The ordinand and sponsoring church take the initiative in planning the service in consultation with the Area Minister and/or a representative of the Committee on the Ministry. An Association representative will preside over the ordination rite itself. Usually this is the Area Minister or the Moderator or their designee. You will select all other participants in the service.

Four problem areas need your attention:

*Clergy Triumphalism:* In a clear and explicit manner the service needs to affirm the ministry of all the baptized, lay and ordained. While the focus of the ordination rite itself is on the ordinand, the ministry of the whole church can be emphasized in a variety of places such as the sermon, litanies and prayers. The ordination rite may be preceded by the congregation reaffirming its baptismal/confirmation vows.

*Length:* Ideally the service should not exceed 1 1/4 hours. This will take some discipline on your part, particularly if the order includes word and sacrament. If the service includes the Sacrament of Communion, optional aspects of the ordination rite, such as the "Charges" should be eliminated. Do not try to pack everything you know and believe into this one occasion. The liturgy will also flow more smoothly and expeditiously with fewer rather than many liturgists.

*Wordiness:* Our reformed heritage is a tradition of the Word, which does not necessarily imply many words. When there are several leaders for the liturgy, you need to emphasize verbal restraint to them. The service is enriched by ample music and other artistic expressions of faith.

*Prayers of the Church:* The prayer of ordination comes during the ordination rite itself and asks for God's blessings and gifts for the

ordinand. The content of other prayers should be comparable to those in a regular Sunday worship service. They should not be prayers about or for the ordinand. More than one "ordination prayer" violates the integrity of the liturgy. You will need to call this to the attention of those whom you have asked to lead prayers.

Usually the ordination rite will follow the sermon or offering in the order of service used in your sponsoring church.

It is the practice of the MBA to use inclusive language in all Association gatherings for worship. We ask you to honor this tradition in your service of ordination.

The following are included with these guidelines: (1) a form to be completed and sent to the Association Office, (2) a sample service of the Word incorporating the Order for Ordination to Ministry, (3) a sample Service of Word and Sacrament incorporating the Order for Ordination to Ministry.

As you prepare your Service in consultation with your sponsoring church, feel free to call on Colin Loggins or The Rev. Wendy Vander Hart at the MBA office, 21 Church St., Winchester, MA 01890, phone: 781-369-1396, email: [MBA-NE@macucc.org](mailto:MBA-NE@macucc.org) for any additional help you may need.

Committee on the Ministry

**Metropolitan Boston Association  
Massachusetts Conference, United Church of Christ  
Ordination Service Information**

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Requested date and time of service reserved on the Association calendar

Outline order of service:

People leading worship:

Recipient(s) of the offering:

\_\_\_\_\_ Signed

A Service of Word and Sacrament  
Incorporating the Order for Ordination to Ministry

PRELUDE

INTROIT

CALL TO WORSHIP

HYMN

THE LORD'S PRAYER

THE WORD OF GOD AS FOUND IN

SPECIAL MUSIC

SERMON

THE PASSING OF THE PEACE

One: May the peace of Christ be with you.

ALL: AND ALSO WITH YOU.

One: Let us greet one another with a sign of God's peace.

ORDER FOR THE ORDINATION TO MINISTRY

GREETING

PRESENTATION

EXHORTATION

EXAMINATION

ACCLAMATION

Leader: People of God, you have heard the promises

\_\_\_\_\_ Name \_\_\_\_\_ has made. What is you will?

PEOPLE: BY THE GRACE OF GOD, HE/SHE IS WORTHY! LET US  
ORDAIN HIM/HER. COME HOLY SPIRIT.

Leader: Will you support \_\_\_\_\_ Name \_\_\_\_\_ in the ministry of Christ?

PEOPLE: WE WILL

THE LAYING ON OF HANDS AND ORDINATION PRAYER

DECLARATION

PRESENTATIONS (IF ANY)

OFFERING

This offering is being received as a gifts to the scholarship fund of the Metropolitan  
Boston Association for the benefit of women and men attending seminaries in  
preparation for ordained ministry.

OFFERTORY MUSIC

HYMN, sung during presentation of offering, bread and wine

THE HOLY EUCHARIST

PRAYER OF CONFESSION

ASSURANCE OF PARDON

INVITATION

THE SURSUM CORDA

EUCCHARISTIC PRAYER

CHORAL SANCTUS AND BENEDICTUS

ACCLAMATIONS

THE BREAKING OF THE BREAD

THE POURING OF THE CUP

RESURRECTION ACCLAMATION

SHARING OF THE ELEMENTS

UNISON PRAYER OF THANKSGIVING

RECESSIONAL HYMN

COMMISSION AND BLESSING

POSTLUDE

A Service of the Word  
Incorporating the Order for Ordination to Ministry

PRELUDE

CHORAL INTROIT

CALL TO WORSHIP

HYMN

INVOCATION AND WELCOME

CONFESSION OF SIN

WORDS OF ASSURANCE

GLORIA PATRI (or other choral act of praise)

THE PASSING OF THE PEACE

One: May the peace of Christ be with you.

ALL: AND ALSO WITH YOU

One: Let us greet one another with a sign of God's peace.

SPECIAL MUSIC

SCRIPTURE LESSONS

SERMON

AFFIRMATION OF FAITH - -UCC STATEMENT OF FAITH

HYMN

PRAYERS OF THE PEOPLE

OFFERING

The offering is being received as a gift to the Scholarship Fund of the Metropolitan Boston Association for the benefit of women and men attending seminaries in preparation for ordained ministry.

OFFERTORY MUSIC

OFFERTORY RESPONSE

ORDER FOR ORDINATION TO MINISTRY

GREETING

PRESENTATION

EXHORTATION

EXAMINATION

ACCLAMATION

Leader: People of God, you have heard the promises \_\_\_\_\_ NAME \_\_\_\_\_ has made. What is you will?

PEOPLE: BY THE GRACE OF GOD, HE/SHE IS WORTHY! LET US  
ORDAIN HIM/HER. COME HOLY SPIRIT.

Leader: Will you support \_\_\_\_\_ name \_\_\_\_\_ in the ministry of Christ?

PEOPLE: WE WILL.

THE LAYING ON OF HANDS AND ORDINATION PRAYER

DECLARATION

PRESENTATIONS (IF ANY)

HYMN

BENEDICTION

RESPONSE

POSTLUDE