

**DIOCESE OF NEWARK**  
**REPORT OF NON-PAROCHIAL CLERGY FOR THE YEAR \_\_\_\_\_**

Per Title 1, Canon 6, of the Constitutions & Canons of the Episcopal Church, requires that "Every Bishop, Presbyter, or Deacon whose report is not included in a parochial report shall also report on the exercise of such office, and if there has been none, the causes or reasons which have prevented the same."

To be consistent with the National Church definition of "non-parochial" clergy, this form is to be completed by all clergy who are canonically resident in the Diocese of Newark who are not employed on a full-time basis by a congregation.

**Return the completed form by February 28**

**BY MAIL:**Diocese of Newark, 94 East Mount Pleasant Ave, Livingston, NJ 07039 **By EMAIL:** [ccaprice@dioceseofnewark.org](mailto:ccaprice@dioceseofnewark.org)

**Part 1**

Name (PRINT) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Emergency Contact Phone Number \_\_\_\_\_

**Is this a change of address? Yes \_\_\_\_\_ No \_\_\_\_\_**

Signature \_\_\_\_\_ Date completed \_\_\_\_\_

**Part 2**

During the year stated above, I was:

Retired

Assigned part-time to a congregation outside of this diocese

Name & location of congregation: \_\_\_\_\_

In secular employment. Position: \_\_\_\_\_

Employer: \_\_\_\_\_

In church-related employment. Position: \_\_\_\_\_

Employer: \_\_\_\_\_

Serving as a chaplain for \_\_\_\_\_

Other \_\_\_\_\_

**Part 3**

Did you exercise your ordained ministry during the year stated above? YES \_\_\_\_\_ NO \_\_\_\_\_

- If you answered YES, complete Part 4 and Part 5 on reverse side of this form
- If you answered NO, state the reasons which prevented you from exercising your ministry:

I am retired       I had health issues which prevented me from exercising my ministry.

Other (explain): \_\_\_\_\_

## Part 4

During the year stated above, I was assigned to the following congregation(s) and all Ecclesiastical Acts which I performed while assigned there are recorded in that parish register:

Congregation \_\_\_\_\_ Location \_\_\_\_\_

Congregation \_\_\_\_\_ Location \_\_\_\_\_

Part 5

\_\_\_\_ During the year stated above, I was assigned to a congregation.

⇨ List below, or on a separate sheet, all Ecclesiastical Acts which you performed, other than in the congregation to which you were assigned.

During the year stated above, I was not assigned to a congregation.

>List below, or on a separate sheet, all Ecclesiastical Acts which you performed.

\_\_\_\_ During the year stated above, I was employed in a church-related position (chaplaincy, diocesan staff, mission, etc.).

☛ List below, or on a separate sheet, all Ecclesiastical Acts which you performed, other than those performed in such church-related position.

**If you were assigned to or exercised your ministry in a congregation, describe how you exercised your ministry.**

**Aside from your ministry with a congregation, how are you exercising your ministry?**

**In what major activities are you presently engaged? How do they relate to the exercise of your ministry?**

**Are there any comments you would like to share with the Bishop?**