**BISHOP’S VISITATION CUSTOMARY**

Thank you for your assistance in arranging my visit to your parish. This form outlines the details of the service and will help me prepare. It would helpful if you read the Bishop’s Visitation Notes for Parishes prior to working on this form. *Please complete and return this form two weeks prior to my visit to* jstephens@vancouver.anglican.ca, with a copy to bsiksay@vancouver.anglican.ca.

If you have any questions, please call Bill Siksay at 604- 684-6306 ext 228.

**Name of Parish, City/Town** St. Francis-in-the-Wood, West Vancouver

**Date of Visit**: Sunday June 26, 2022 **Preferred** **Arrival Time:** 8:45 am

**Service Time:** 10 am

**Contact Name (who I would call with questions):** the Ven. Stephanie Shepard

**Contact Phone:** 604-831-3531 **Contact Email:** rector@telus.net

**Worship Address:** 4773 Picadilly South, West Vancouver BC

**Directions for Parking:** a spot will be reserved in the inner driveway near the office entrance. Come in the driveway to the west of the Lych Gate

**Estimated time to get to location from the Synod Office:** 40 minutes

**Contact Phone Number on Day of Visitation if an emergency arose:** 604-831-3531

**Readings for the day**

**from the Anglican Church of Canada’s adaptation of the Revised Common Lectionary:**

(Please list the entire set of readings you wish to use)

**Day of the church year:** 3rd Sunday after Pent. (Proper 13) **Liturgical Colour of the day:**  Green

**1st Reading:** 2 Kings 2:1-2 & 6-14 Roger Sweeny

**Psalm:** 77: 11-20 led by priest or deacon

**2nd Reading:** Galatians 5:1 & 13-15 Anne Baird

**Gospel:** Luke 9:51-62 the Rev. Elizabeth Mathers

**Eucharistic Prayer:** 3 **Said or sung:** said

**Agenda for the Day:**

I’m happy to preach and preside at your main service (or more than one service if that is preferred). Please be as specific as possible as to times, events, activities, meetings etc. What would you like me to do? A regular Sunday morning Eucharist? Confirmation? Other? Reception/Meals? Please arrange time with the parish leadership as part of my visit (it can be short). If you want me to bless/acknowledge something or someone, please draft what you would like that blessing acknowledgement to be.

8:45 am Welcome

9-9:40 am coffee/baked goods and sit down with parish council in Lounge

9:40-9:50 am orientation to worship space and liturgy

10-11:15 am preach and preside at community Eucharist

11:30-12:45 parish potluck luncheon in Caulfeild Cove Hall

1-2 pm meet with Search Committee

**Other Issues or Additional Details:**

Are there any issues, challenges, specific recognitions, dedications, or celebrations I should know about?

The parish is in the middle of the interim process and is now writing the parish profile . The hope is that this might be drafted before the episcopal visit.

**Children’s Time:**

**Do you want me to lead a time with children during the service?** Children will be invited to a Godly play session during the service. If you would like to do a short (1 minute) greeting before they go, that would be great.

**Episcopal Acts:**

Do you want me to bless or consecrate something at your parish when I visit? Please provide details here:

St. Francis has 2 new stained glass windows in process. One has arrived and the other is yet to be installed but a temporary board is across the opening. A blessing would be very much appreciated by the community and the Sweeny and Ballard families. They are going into the sanctuary area.

**Chasuble and Stole:**

I have my own chasuble and stole, but if you would like me to wear a parish set, please indicate below.

Please check one:

\_\_\_\_\_ The Parish will provide a chasuble and stole in the colour of the day.

\_\_\_x\_\_ The Bishop should bring his own chasuble and stole.

**Deacon:**

If your parish does not have a Deacon, please contact the Archdeacon for Deacons to arrange for one (see Notes for Parishes).

Name of Deacon:\_\_\_\_\_the Rev. Elizabeth Mathers\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Bishop’s Chaplain:**

Please arrange for a Bishop’s Chaplain (see Notes for Parishes).

Name of Chaplain:\_\_\_\_\_tba\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Episcopal Blessing:**

Please ensure that “Episcopal Blessing” appears on your order of service. It should be at the end of the liturgy, immediately prior to the Dismissal. It is not necessary to print this blessing in the bulletin.

**Prayers of the People/Companion Diocese:**

If you are not already doing so, please add the following to your Prayers of the People:

*We pray for our companion diocese The Episcopal Diocese of Northern Philippines, The Rt. Rev. Brent Alawas, Bishop, and for our companion community of St. Francis Mission, Cagubatan and the Rev. Leo Basing-at*

If required, the name of your companion parish can be obtained from my office by contacting Bill Siksay **bsiksay@vancouver.anglican.ca**or 604-684-6306 ext 228.

**Presider’s Binder:**

Please create a single, comprehensive, verbatim Presider’s binder for me to use. This binder must contain all the words you want me to say and all congregational responses. Be sure to include the words of the Creed and the Lord’s Prayer. The binder must include all the music for the liturgy, all service music, music you may want me to chant, all hymns, and the words for all special blessings and consecrations. *Please email an electronic copy of this Presider’s Binder not later than the Wednesday prior to my visit to* jstephens@vancouver.anglican.ca and bsiksay@vancouver.anglican.ca .

Revised, January 2021