

# Leeds Diocese LLM Training Pathway Placement Handbook

Practical information for Placement Hosts and for LLM Trainees on Placement

## Spring Term 2026: Mirfield Hub

*Placements take place in parallel with the following Common Awards module:*

TMM 1301 - Foundations for Ministry and Mission in Context (Level 4)

Please inform the LLM Training Administrator if you require this Placement Handbook in a different format.

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# Key Features of A Placement

**Associated Common Awards Module:** TMM1301 Foundations in Ministry & Mission in Context. Level 4 – 20 credits. Taught during the Spring Term 2026 (Thursday 15 January – Sunday 22 March).

**Contact Hours Required on Placement for a 20 credit module:** a minimum of **40 hrs** (includes attendance at services / home groups / coffee mornings / meetings with host.). The hours should be spread over a minimum of six weeks, but students can choose to do it over more weeks if they want.

- Any student that has commitments at their home church that they cannot put down during the placement and which, therefore, cause significant issues with time management during the placement, should contact the Placement Supervisor. The Placement Supervisor will assist in liaising with both churches to come up with a manageable placement plan.

**Student Availability:** Students are NOT available at their placement churches on any Thursday evening or on the following two Sundays: 25 January 2026 and 22 March 2026. These evenings/days are reserved for academic study / formational groups.

**Placement Dates:** These should be negotiated between host and student during their 'Placement Agreement' meeting and should take account of the student's availability. The placement can start at any time after 01 December 2025 and should be completed by 15 March 2026. The end date ensures time to complete the second TMM1301 academic assignment before Easter (which is early in 2026). Students should bear in mind that they will be writing their second Autumn Term academic assignment in December, so any December placement activity should be observational only.

## Deadlines:

- Signed (Host & student) Placement Agreement – 12 noon on Monday 17 Nov 2025**
- TMM 1301 Module Assessments - PLEASE REFER TO THE MODULE HANDBOOK**
- Signed (Host & student) Placement Report – 12 noon on Thursday 30 April 2026.**

**Student Time with Placement Host:** A minimum of four meetings to cover the following:

- 1+ hour before the start of the placement:** to set up the 'ground rules' – including confidentiality; appropriate activities; events / meetings to be attended. [*e.g. if the PCC is discussing mission, the student may be invited as a non-participant observer*]. Completion of the *Placement Agreement*.
- 1+ hour mid-way through the placement:** an opportunity for theological reflection together and for the student to ask questions of information / clarification
- 1+ hour towards the end of the placement:** to 'fill in the gaps', and for the student to indicate to the placement host some of the things that have been learnt from the experience.
- 1 hour after placement has finished** to discuss the *Placement Report*, agree any changes and then sign the report.

Note: the pre-placement and post-placement student-host meetings count towards the total hours on placement.

Additional time/meetings to assist the student further in practising *theological reflection* during the placement would be greatly appreciated.

## Preaching and Leading Worship Opportunities during the placement:

- The placement host should ensure at least one opportunity for the student to preach and at least one opportunity for the student to lead worship during the placement.
- The placement host is asked to assess one sermon preached by the student and one occasion when the student leads worship, using templates provided by the student.

# Contact details

## Placement Supervisor

Name:	Revd Dr Steve Proudlove
Role:	Diocesan Director of Formation
Email:	<a href="mailto:Steve.proudlove@leeds.anglican.org">Steve.proudlove@leeds.anglican.org</a>

## LLM Training Administrator

Name:	Jess Fort
Email:	<a href="mailto:Jess.fort@leeds.anglican.org">Jess.fort@leeds.anglican.org</a>

# Placement Guidance

## The Placement Handbook

This handbook is designed for those who offer placements and for students undertaking placements. It sets out the arrangements for placement activity. Students also have access to the academic module handbook with details of the specific learning outcomes and assessment requirements. The student can provide these to the placement host if they wish to see them.

## Common Awards Programmes

The Leeds LLM Training Pathway (LLMTP) is a partnership between the Anglican Diocese of Leeds and St Hild College. St Hild is part of YTEP, an organization that brings together a number of Yorkshire-based ministerial training institutions. The LLMTP academic and formational programme is designed to help students integrate practical experience and theological reflection on ministry with the academic study of theology which is part of the Common Awards Programme accredited by Durham University. This is achieved through attendance at taught teaching sessions, engagement with appropriate academic texts and placement-based learning in a variety of ministerial contexts.

## Placement Based Learning

- There are a variety of placements depending on students' prior experience and their personal circumstances (e.g. the demands of their work or family life.)
- Placements are designed to enable students to meet the learning outcomes of the relevant Common Awards modules and their specific ministry training requirements.
- Placements may be set in the context of either a local church or another area of Christian ministry (e.g. a hospital chaplaincy) or a secular institution or business (e.g. a University.)
- **Normally around 40 -50 hours of contact time in the placement context is required** with the precise organisation of contact time varying depending on the nature of the placement context, the overall organisation of the Module and the availability of the student. See [Key Features](#) page for clarification.
- Students may be in their first or second year of training as an LLM and may therefore have differing levels of experience.

## Negotiating Placements

The diocesan Bishop and Area bishops expect that LLM placements will be in a parish church or, occasionally, a Chaplaincy Team which offers:

- a different perspective on church life
- a breadth of experience and sufficient challenges to their own setting to provide a solid basis for reflective practice in context.

The 2026 placements have been identified by diocesan LLM training staff in consultation with area bishops and archdeacons, area ministerial development officers, the students and potential placement hosts to ensure appropriateness of the placement context and the identification of appropriate support.

## Placement Documentation

Students and Placement Hosts can find all the relevant documentation on the [LLM Resources page of the diocesan website](#).

- This Placement Handbook.
- Placement Agreement Form: completion of this is done at the pre-placement student – host meeting.
- Sermon Assessment Form
- Worship Assessment Form
- Placement Host Report Form: completion of this is done at the final post-placement student – host meeting
- Diocesan and YTEP Policies & Procedures relevant to the placement
  - LLMTTP Safeguarding Policy 2025-26
  - LLMTTP Student Concerns Policy and flowchart 2025-26
  - YTEP Placements Policy 2025-26
  - YTEP Research Ethics Policy and Guidance (including forms) 2025-26

## Information about the Associated Academic Module TMM1301

If requested, the student can provide key information from the St Hild *TMM1301 Foundations for Ministry & Mission in Context Module Handbook* (Learning Outcomes, Assessment Strategies, Module Programme and any specific advice on placement activity) to the placement host. This may be in an abridged form.

## Placement Activity

Placement activities are designed to help students to relate their academic study to the ministerial context. Students will be asked to observe various activities in the placement context and reflect on their observations in relation to their study.

## Professional Engagement

the Students should be aware that as a student of YTEP they are engaging with placement context in a different way to any prior engagement with the

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placement host. Students should ensure that, in all their dealings with their placement host and members of the placement community, they are professional and respectful.

## Ethical Issues

Whilst engaged in placement activity students should be careful to follow relevant ethical guidelines. **The locations of the YTEP Research Ethics Policy and Guidance (which includes placements) can be found [here](#). Please ensure that you read these guidelines, especially section A which includes areas such as confidentiality & anonymity and informed consent.**

When you read these Guidelines, please note that neither your placement nor the module that runs alongside it (TMM 1301) require you to carry out research involving human participants (as covered in sections B and C of the Guidelines). This means that you have no need to use research methods such as questionnaires, interviews, focus groups or formal observation of individuals; **these methods are therefore best avoided**. If you would like to use one of these methods, or do any other type of research involving human participants, you need to obtain formal permission in advance, as set out in the Guidelines. As a first step in this process, please consult the St Hild Director of Reader Training.

## Safeguarding: Child Protection / Vulnerable Adults

Whilst all students on this programme will have up to date enhanced DBS clearance (children and vulnerable adults), it is the responsibility of the placement host to ensure that appropriate local measures are in place for the protection of children and vulnerable adults. **The Safeguarding Policy, Guidance and Procedures for LLMTTP** (dated 17/07/2025) can be found on the [Licensed Lay Ministry Training Resources page on the diocesan website](#)

## Concerns/Complaints

If an issue arises in the placement context, the student or the placement host may initially contact the Placement Supervisor ([see page 2](#)) for advice to see if a local resolution can be negotiated. In the event that a local resolution cannot be achieved, it can be referred to the Warden of Readers or the Director of Reader Training at St Hild using the [LLM Training Pathway Student Concerns Policy](#).

## Health and Safety and Insurance issues

Students on placement are expected to follow the current Health and Safety Policy of the host organisation. Students should take reasonable care to ensure their own safety and good health and reasonable care to ensure the safety and good health of other persons within the premises or with whom they may come into contact during their placement. Placement organisations should have public and employee liability insurance in place which will afford students the same level of cover as other volunteers within the organisation.

# Roles and Responsibilities

## ***The LLM Training Pathway (LLMTP) Group***

- Identifies an appropriate placement and consults with the placement host to confirm this.
- Ensures that placement hosts and students have access to this placement handbook.
- Monitors that the *Placement Agreement Form* has been returned by the announced deadline date and filed in the student's Training Portfolio.
- Monitors that a placement sermon assessment and worship assessment are received by the time the Placement Report is due.
- Monitors that *Placement Reports* are received by the announced deadline date. Reports will be filed in the student's Training Portfolio.

## ***The Placement Supervisor***

- Offers The following online placement induction sessions:

**Placement Student - Induction: Thursday 02 October 2025 7-9pm**

**Placement Host - Induction: Thursday 16 October 2025 7-9pm**

- Ensures students receive appropriate advice on the nature of the placement activity, realistic expectations of the placement host, student responsibilities in relation to ethical issues (including the need to gain consent on the appropriate form from any interviewees or other persons within the placement context who may be providing the student with data to be quoted in written assignments), confidentiality, professional behaviour, health and safety, risk assessment and who to contact if advice is needed.
- Provides students and placement hosts with module specific guidance on appropriate placement activity and how this relates to the learning outcomes and assessment strategies of the relevant module
- Reflects on the effectiveness of the organisation and management of the placement activity once all placements are completed and Placement Host Reports received.

## ***The Student***

### **PRE-PLACEMENT**

- Meets with the Placement Host to plan the placement and complete the Placement Agreement.
- Provides a copy of the specific module information provided by the Module Leader to the Placement host and returns the Placement Agreement Form to the LLMTP Administrator by the deadline.
- Provides the following electronic documentation (or demonstrates the link to it) to the placement host:
  - Placement Handbook (this handbook)
  - Placement Agreement Form
  - Sermon Assessment Template
  - Worship Assessment Template
  - Placement Host Report Template

- Commits him/herself fully to work involved in the placement
- Will read through and check understanding of the safeguarding policy and practices of the placement organisation as well as those of the LLM Training Pathway and the Diocese of Leeds.

### DURING THE PLACEMENT

- Conducts him/herself responsibly as a representative of LLM Training Pathway and YTEP whilst on placement.
- Fulfils the academic requirements of the placement and submitting work for assessment as required for the module.
- Meets with the Placement Host to ask questions, for theological reflection and confirmation of upcoming practical details. Students should understand that they will need to be appropriately restrained in their demands on their placement host, and should, as far as possible, use scheduled meetings as the designated time to discuss their work and for theological reflection on their experience.
- Adheres to YTEP's Research Ethics Policy and Guidance. [Go to page 16](#) for places online where this policy can be found.
- Adheres to the Safeguarding policies and procedures of the Placement Organisation and the LLM Training Pathway.
- Takes reasonable measures to ensure their health and safety and that of others during the placement activity.

### POST- PLACEMENT

- Meets with the Placement Host to discuss and sign off the Placement Host's Report.
- Evaluates and comments on the benefits of their experience *in terms of their academic learning* in the **Module Feedback questionnaire** on YTEP St Hild Moodle.
- Completes the diocesan **online Placement Survey Questionnaire** (link is on the LLM Training Resources webpage on the diocesan website) to help with planning of future placements.

## The Placement Host

The term 'host' refers to a representative of the placement organisation to whom the LLM Training Pathway Group delegates oversight of the placement. The host is usually the incumbent, but in some circumstances may be an authorised representative of the placement organisation (e.g. an SSM, an experienced LLM or an ordained minister with PTO), who is able to act in its name and to whom the student will be accountable during their placement.

### SETTING UP THE PLACEMENT

- After the initial approach from LLMTTP staff, you will be requested to complete an online **Parish Survey** to help the LLMTTP staff understand the parish / chaplaincy team to see if it is a good fit for a placement. Once the placement is agreed, the survey will be given to the student so they have some idea of the church / team to which they are going.
- You will be asked to make available to the LLMTTP staff any other information pertinent to assessing the suitability of the placement learning opportunity.
- Your student may be in their first or second year of training. First year's *may* have unexpected gaps in their knowledge (e.g. liturgical language / expected actions for a deacon during Holy Communion) and limited experience of preaching / leading worship.
- **Please note:** as part of being Placement Host, you are asked to make a *minimum* of 4 hours available to meet with the student to discuss the placement and any issues / queries that may arise. This might typically be split into:



- **1+ hour at the start of the placement:** to set up the 'ground rules' – including confidentiality; appropriate activities; events / meetings to be attended. [e.g. if the PCC is discussing mission, the student may be invited as a non-participant observer]. Plan dates for future 1:1 meetings (see below) and for sermon / worship assessments.
- **1+ hour mid-way through the placement:** an opportunity for theological reflection together and for the student to ask questions of information / clarification.
- **1+ hour in towards the end of the placement:** to 'fill in the gaps', and for the student to indicate to the placement host some of the things that have been learnt from the experience.
- **1 hour after placement finished** to discuss the *Placement Report* with the student, agree any changes and then sign the report.

## PRE-PLACEMENT

- Download (from [here](#)) and read the documentation provided to support the placement.
- Meet with the student to discuss, complete and sign the **Placement Agreement**. This meeting should include:
  - Providing students with relevant information about the policies and practices of the placement context that will apply to the student while on placement, including those for health and safety and for safeguarding.
  - Negotiating with the student which services and parish activities would best meet their learning requirements and their own ministry inclinations. Please bear in mind that the student should spend 40-50 hours on placement-based activities.
  - Scheduling dates for mid-placement meetings and the post-placement meeting.
  - Scheduling dates for the student to preach and lead worship.
  - Discussion of any 'ground rules' for the placement.
- Note: Students should understand that they will need to be appropriately restrained in their demands on their placement host, and should, as far as possible, use scheduled meetings as the designated time to discuss their work and for theological reflection on their experience.

## DURING THE PLACEMENT

- **Assess ONE sermon preached by the student using the *Sermon Assessment Template*** provided. The template may be downloaded from [here](#). Please discuss your assessment with the student immediately after the service and then return the form to the LLM Training Administrator.
- **Assess ONE occasion when the student leads worship using the *Worship Assessment Template*** provided. The template may be downloaded from [here](#). Please discuss your assessment with the student immediately after the service and then return the form to the LLM Training Administrator.
- Meet at least twice with the student for theological reflection and respond to any student questions. Dates should have been set as part of the Placement Agreement.
- Manage expectations and any Child Protection / Vulnerable Adult issues appropriate to the placement context and the organisation's policy
- Contact the *Placement Supervisor* in the event of any concerns about any aspect of the placement.



## POST-PLACEMENT

- Complete the Placement Host Report template (downloadable form [here](#)).
- Meet with the student to discuss your report and, where agreed, make edits so that you are both in agreement with the final version. Both of you should sign the report, which is then sent to the LLMTP Administrator.

# Making the Most of Your Placement

## (Certificate/Diploma in Theology, Mission and Ministry)

(Hand-out adapted from 'helping students get the best from their practice placement' RCN Toolkit)

### Placement learning

The placement element of modules is designed to provide you with learning opportunities, where you can stand back from your normal experiences and ask some critical questions about the theological outlook and practices you observe. They additionally offer opportunities for you to gain ministerial experience, under supervision. Placement learning has a direct bearing on your ability to minister effectively and integrate theory and practice in a variety of settings

### Opportunities for Placement learning

There will be an element of placement learning throughout your studies. As you expand your knowledge and understanding you will naturally reflect on this during your everyday life within your home parish, benefice or circuit. You may in some modules be required to undertake fieldwork – observation and research, possibly in a number of settings, from which you gain evidence to illustrate or inform your thinking.

The *Ministry and Mission (TMM 1301)* module normally takes place in a setting other than your home church. This might be a Church which has a different theological or liturgical outlook, a different socio-political or geographical setting or be in some kind of sector ministry. During this module you will be asked to work with a '**placement host**' who will help you to deepen your understanding of the context and assess your own leaning as well as offering you some feedback on your developing ministerial skills, when and where this is appropriate

To prepare for your placement it will be helpful to think about the following:

- **Yourself**
  - What constitutes your comfort zone and what sorts of things are outside that?
  - How self-aware are you?
  - What are your strengths and development needs?
- **The placement church/benefice/circuit**
  - Why do people opt to attend this particular church/chapel?
  - What are the distinctive positions and theologies of this church/chapel?
- **The placement hosts and ministers**
  - What are their expectations of you?
  - What might they expect you to be able to do or know or understand?

**Your placement is likely to be most effective if you try to:**

- Be clear about your learning needs and express these in terms of expected outcomes for your placement experience
- Be proactive in negotiating with your placement host experiences, which contribute to your theological, ministerial, spiritual and personal formation.
- Demonstrate a willingness to work collaboratively as part of a team of lay and ordained ministers.
- Carefully articulate your learning needs and adopt a questioning, reflective approach to your learning
- Use your placement host for guidance and support to enable you to achieve your learning outcomes and practice identified skills and competencies.

- Seek help from the Module Leader or the Placement Supervisor, if the relationship with your placement host is not working as well as you would have hoped
- Give and receive constructive feedback – be gracious
- Reflect on your progress to increase self-awareness, confidence and competence
- At the end of your placement evaluate your achievements, looking at what you have enjoyed and benefitted from and what areas for future development you have become aware of.
- Complete the written assignments linked with the placement as promptly as possible.

### Planning your Placement

It is important to begin planning in advance and to evaluate and re-evaluate as the placement progresses. This will enable you to develop your ministerial skills based on the experiences you have.

Prior to the Placement	Starting your Placement	Agree learning needs	Implement and manage your plans	Check progress, renegotiate plan	Ending your placement
<p><b>Think about what you already know and what you can do</b></p> <p>Consider what you want to learn, ensuring that you address the module learning outcomes</p> <p>Take time to find out about the setting, read and prepare as appropriate before your placement</p>	<p><b>Ask yourself and your placement host:</b></p> <p>What learning opportunities are available to meet my learning and formation needs?</p> <p>What do I need to know about working in the particular mission and ministry context?</p> <p>Agree dates (minimum of four) to meet with your placement host.</p> <p>Complete the placement agreement form and return it to the Module Leader and LSoM administrator</p> <p>Prepare a placement diary or journal</p> <p>Prepare a folder to compile a working portfolio</p>	<p><b>Negotiate a plan for the placement</b> which provides suitable learning opportunities</p> <p>Your learning should be based upon critical questions and reflection</p> <p>Try to build in opportunities for:</p> <p>Formative feedback</p> <p>A review of your competencies</p> <p>Identifying new actions to take</p>	<p><b>Ask:</b></p> <p>What principles from the taught sessions and theory/theology am I applying to the learning situation?</p> <p>What am I learning about the context?</p> <p>What am I learning about myself?</p>	<p><b>Ask:</b></p> <p>How well am I addressing the module learning outcomes and my own learning needs?</p> <p>What do I still need to do or learn to do?</p>	<p><b>Your final conversation with your placement host should include:</b></p> <ul style="list-style-type: none"> <li>• Feedback</li> <li>• Reflection</li> <li>• Evaluation</li> </ul> <p><b>Ask:</b></p> <p>How well have I done?</p> <p>Have I achieved the skills and competencies I wanted to?</p> <p>Did I demonstrate a good understanding of theory/theology and apply it aptly to the practice I have observed and undertaken?</p> <p>Have I collected enough evidence to support my TMM1301 module assignments?</p>

### If you are concerned about any aspect of your placement

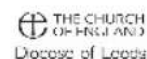
Contact the Placement Supervisor as soon as possible to discuss your concerns. They will help you to reflect on specific issues and be able to advise you how to tack the problems you are encountering.

# Placement Forms (all available via diocesan website)

## Sample Placement Agreement Form



Licensed Lay Ministry Training Partnership



### PLACEMENT AGREEMENT FORM (Spring 2026)

Please complete (digitally or by hand), sign (both parties) and then send a digital copy to the LLM Training Administrator. The student and the host should each retain a copy of the agreement.

**Deadline Monday 17 November 2025 at 12 noon**

<b>Student details</b>		<b>Year of Study</b>	
Student (LLM Candidate) Name:			
Contact Address:			
Telephone Number:	Email:	1	2
<b>Student's Emergency Contact (while on placement)</b>			
Name:			
Mobile:			
<b>Placement Context</b>			
Church / Chaplaincy Team:			
Placement Host:			
Host's Role within the organisation:			
Address:			
Telephone Number:	Email:		
<b>Placement Dates</b>	START:	FINISH:	
<b>Diocese of Leeds:</b> 17-19 York Place, Leeds LS1 2EX			
Placement Supervisor: The Rev'd Dr Steve Proudlove (Director of Formation) <a href="mailto:steve.proudlove@leeds.anglican.org">steve.proudlove@leeds.anglican.org</a>			
Placement Administrator (from 1/9/2025): Jess Fort <a href="mailto:jess.fort@leeds.anglican.org">jess.fort@leeds.anglican.org</a>			
<b>Dates and times of Meetings between Student and Placement Host</b>			
<ol style="list-style-type: none"> <li>1. Pre- placement (to complete this agreement)</li> <li>2. Mid-placement</li> <li>3. Near the end of the placement</li> <li>4. Post-placement (to discuss / sign placement host's report)</li> </ol>			
<b>Dates for Sermon and Leading Worship Assessments</b> (Assessments to be completed by Placement Host)			
<ul style="list-style-type: none"> <li>• Sermon:</li> <li>• Leading Worship:</li> </ul>			
<b>Placement Host Agreement:</b> (change bullet format from a square to a tick to indicate agreement)			
<input type="checkbox"/> I agree to the placement and have discussed the purpose and 'ground rules' of the placement with the Student.			
<input type="checkbox"/> I have been provided with the <b>Placement Handbook</b> outlining the requirements of the placement.			
<input type="checkbox"/> I know where to find downloadable assessment templates and the policies relevant to the placement			
<input type="checkbox"/> I will provide the student with at least one opportunity to preach and a separate opportunity to lead worship and I will assess the student on both occasions using the appropriate assessment templates.			
<input type="checkbox"/> I will ensure that appropriate health and safety and safeguarding measures are taken and that the student is informed of these at the start of the placement.			
<input type="checkbox"/> I confirm that we have full public and employee liability insurance in force, which provides at least an equivalent degree of cover in respect of the Student as is maintained for other volunteers within the organisation.			
<input type="checkbox"/> I confirm that appropriate measures are in place for the protection of children and vulnerable adults and have informed the student of these			
<input type="checkbox"/> After the placement ends I will complete the placement host's report, meet with the student to discuss and sign it, and then send the report to the Placement Administrator.			
<b>Signed [Placement Host]</b>		<b>Date:</b>	
<b>Signed [Student]</b>		<b>Date:</b>	

## Placement Report – Summary of Questions

Additional guidance notes are included on the template.

1. Please outline briefly the nature of the student's involvement in your parish / chaplaincy team during the placement period. (e.g. attended church/chapel on [insert no.] Sundays / attended or helped with [insert no.] mid-week events or activities / attended Saturday events)
2. Please comment **briefly** on the LLM student's contributions to the following: *Comments in this report are generic, covering all occasions the student has contributed to preaching / leading worship.*
  - a. Leading worship
  - b. Preaching
3. Please comment on the student's character and sense of vocation using the seven National LLM Formation Criteria based on your observations / supervisions. The Formation Criteria Grid can be found at the end of the Placement Handbook. *A summary of the criteria characteristics are included with each heading.*
  - a. Love for God
  - b. Call to Ministry
  - c. Love for People
  - d. Wisdom
  - e. Fruitfulness
  - f. Potential
  - g. Trustworthiness
4. Please comment on the student's ability to cope with change (*How does the student respond to change and help others to handle it? Bear in mind that their placement will have been specifically chosen as a contrast to their sponsoring parish.*)
5. Do you have any other comments to make about the placement and the way it has been organised?

## Sermon and Worship Leading Assessment Forms

The LLMTTP Pathway has specific forms for the assessment of sermons and leading worship. Students are expected to have one sermon and one (separate occasion) of leading worship assessed each term. They may preach / lead more often, but only one of each should be assessed each term.

While on placement, we ask that the placement host provides opportunities for preaching and leading worship. One of each to be assessed by the host using the specific LLMTTP forms.

Assessment forms can be downloaded from the [LLM Training Resources page on the diocesan website](#)

# National Formation Criteria for Licensed Lay Ministers

## (Upper Level Grid)

Reader / LLM	Christ	Church	World	Self
Love for God <i>The candidate...</i>	Is reliant on God, and lives out an infectious, life-transforming, everyday- focussed faith	Is rooted in Scripture, the worship of the church and the living traditions of faith	Whole heartedly, generously and attractively engages with God's world	Is prayerful and studies the Bible
Call to Ministry <i>The candidate...</i>	Responds to the call of Christ to be a disciple	Understands and is excited by the nature of Reader / LLM (Reader) ministry	Is committed to public ministry rooted in God's world	Has a sense of call to lay ministry
Love for People <i>The candidate...</i>	Welcomes Christ in others and follows Jesus' example in listening, valuing and respecting others	Builds healthy relationships which are enabling of others in ministry	Seeks to serve their community and enables others to join in mission	Has empathy and is self- aware
Wisdom <i>The candidate...</i>	Is open to life-long learning, reflection and growth	Can work collaboratively and embrace difference	Can connect gathered worship with being sent out into the world	Is a person of integrity and emotional stability, open to feedback
Fruitfulness <i>The candidate...</i>	Shares God's story in a way that encourages others to follow Jesus' call in their lives	Can share the faith imaginatively, relevantly and well	Shares God's love for the world in mission	Recognises their strengths and weaknesses, and resources themselves with good self-care
Potential <i>The candidate has potential to...</i>	Grow in faith and to be open to navigating the future in the company of Christ	Lead collaboratively as part of a local team within the wider church context	See where God is working in the world and spot opportunities to respond	Be adaptable, imaginative and creative
Trustworthiness <i>The candidate...</i>	Follows Christ in every part of their life	Leads maturely in a way which promotes safe and harmonious Christian communities	Lives a life that publicly and positively represents their faith and the church	Has a high degree of self- awareness

# Policies with Relevance to Placements

## **1) Safeguarding Policy, Guidance and Procedures for LLMTP (dated 17/07/2025)**

This policy can be found on the [Licensed Lay Ministry Training Resources page on the diocesan website](#)

## **2) LLMTP Student Concerns Policy 2025-26 (dated 17/07/2025)**

This policy can be found in full on the [Licensed Lay Ministry Training Resources page on the diocesan website](#) and should be read in conjunction with:

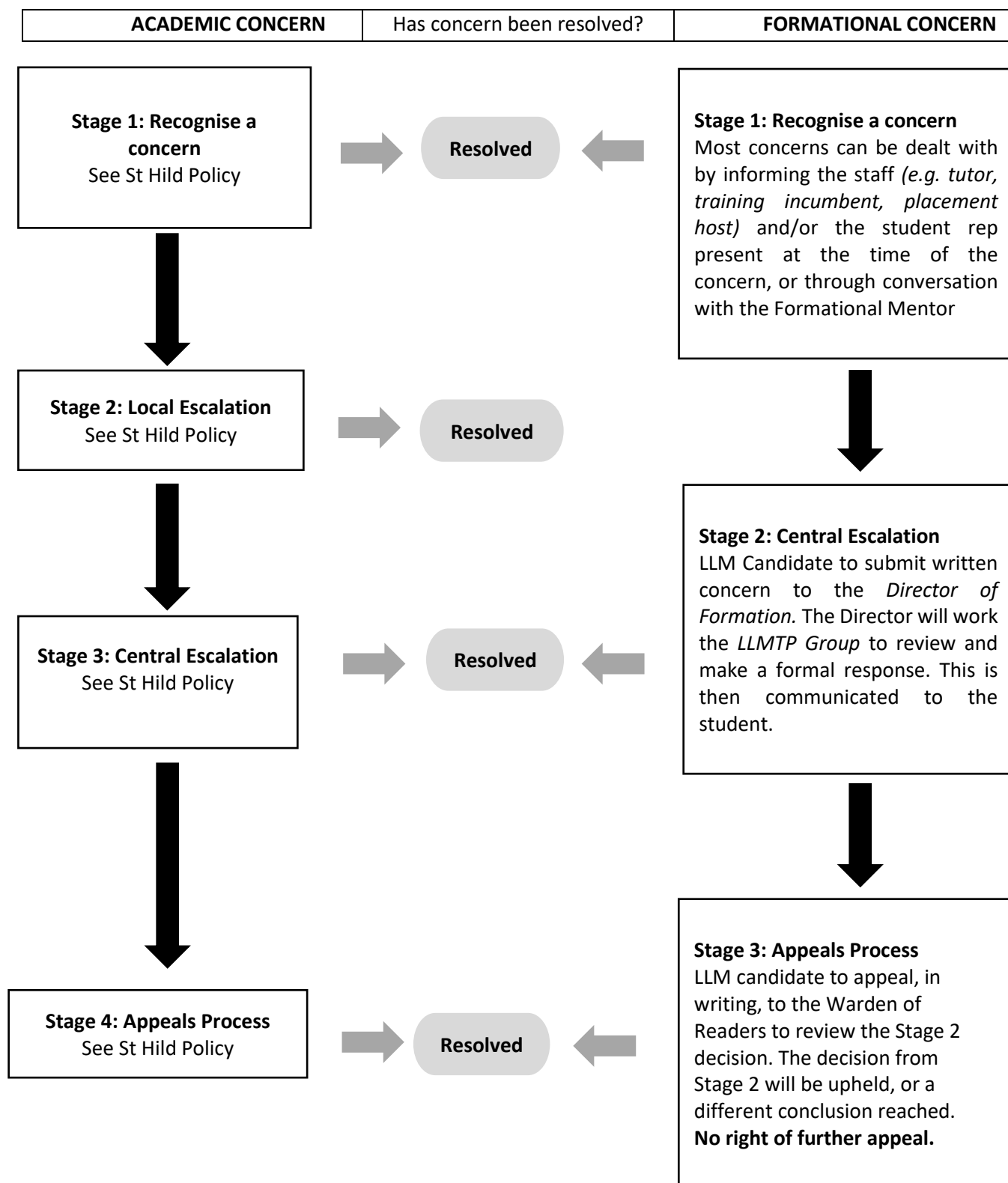
- the **LLM Student Feedback Policy**: located on the same diocesan webpage
- the **St Hild Student Complaints Policy**: students can find this via the YTEP St Hild Home page

**YTEP St Hild Home page** > *scroll down to*: St Hild College Student Homepage > *College Life* > *St Hild Policy Documents* > *SHC Student Complaints Policy*

*See next page for a flowchart summarising the LLMTP Student Concerns Policy 2025-26*

## LLM Student Concern Flowchart 2025-26

(See policy for expanded textual descriptors for each stage)





### **3) YTEP Placements Policy 2025-26**

This policy can be found on the [Licensed Lay Ministry Training Resources page on the diocesan website](#)

Students may also find it via their St Hild YTEP Moodle resources.

### **4) YTEP Research Ethics Policy and Guidance (includes templates) 2025-26**

Approved July 2025

This policy can be found on the [Licensed Lay Ministry Training Resources page on the diocesan website](#)

Students may also find it via their St Hild YTEP Moodle resources.