



**THE CHURCH DEPLOYMENT BOARD**  
OF THE EPISCOPAL CHURCH

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The Rt. Rev. Wendell Gibbs, Jr., Chair

The Rt. Rev. Bruce Caldwell  
The Rt. Rev. Michael G. Smith  
The Rt. Rev. Barry Beisner

The Rev. Canon Andrew Doyle  
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Canon Jill Swans  
Ms. Lindsay Ryland

Ms. Pamela Ramsden  
*Associate Director,  
Church Deployment Office*

Dear Church Professional:

Here are the materials you will need to register with the Church Deployment Office as a Lay Professional. A list of services we offer you is enclosed, as well as the Registration and Certification forms.

These forms are also available on the CDO website at [www.episcopalchurch.org/cdo](http://www.episcopalchurch.org/cdo) . Check out “Services to...Clergy & Lay Professionals.”

When your bishop or deployment officer has sent CDO the signed Lay Certification Form, and we’ve received you Initial Registration Form, CDO will send you an email with a username (Login Number) and password so that you can complete your registration online.

The purpose of this office is to provide a place where the ministries of both lay professionals and clergy are made available to the entire Church. We are a “deployment” office, chiefly concerned with practicing good stewardship of God’s gifts of ministry. As such we hope to be able to help you offer your special gifts to the Church.

For the Church Deployment Board,

The Rt. Rev. Wendell Gibbs, Jr.  
Chair

## **CDO SERVICES FOR CLERGY AND LAY PROFESSIONAL CHURCH WORKERS**

The Church Deployment Office offers the following services to clergy, lay professional church workers, and seniors in seminaries.

1. The opportunity to offer your gifts for ministry, your skills, and your experience to the wider Church through the CDO database. Simply complete a Registration Form.
2. A Personal Profile at no cost. You can update your Profile online at any time or use your printed Profile to send CDO updates. Profiles must be updated at least biannually. There is no charge for routine updates done online.
3. A *Positions Open Bulletin*, which gives basic information about openings in the Church, as listed with CDO. This is available online (free) or in printed form for a modest fee.
4. Position/Institution Profiles, which give more detailed information about openings listed with CDO. Profiles may be downloaded from the internet if you are a *P.O.B.* subscriber or purchased for \$1.00 each.
5. Unlimited online personal searches of the positions listed in the *Position Open Bulletin* to identify those which most closely match one's skills and experiences.

**C E R T I F I C A T I O N**  
**for**  
**REGISTRATION OF LAY PROFESSIONALS**  
**with**  
**CHURCH DEPLOYMENT OFFICE**

This is to certify that to the best of my knowledge \_\_\_\_\_  
(name)

\_\_\_\_\_  
(e-mail address)

has met the following qualifications and is eligible to register with the Church Deployment Office.  
**(Check all that apply)**

\_\_\_\_\_ Is a member of good standing of \_\_\_\_\_  
(parish)

\_\_\_\_\_  
(city) (state)

\_\_\_\_\_ Is serving the Church on a full-time or per diem basis at a professional level as a \_\_\_\_\_ at  
(title or profession)

\_\_\_\_\_  
(name of institution or Church)

**OR**

\_\_\_\_\_ Is qualified for lay professional ministry by specialized training and/or experience.

Signed \_\_\_\_\_  
(Rector or Vicar)

Approved \_\_\_\_\_  
(Bishop or Deployment Officer)

Parish \_\_\_\_\_

Diocese \_\_\_\_\_