

# Pacific Southwest District of the Church of the Brethren

Russ Matteson, District Executive Minister

To: Candidate's Name

Cc: Candidate's church Pastor's Name

Candidate's church Moderator or Board Chair

District Executive

From: Name, Chair, Ministry Commission

Name, Chair, Nurturing & Credentialing Committee

Re: Process of Ordination in the Pacific Southwest District

Date:

#### Dear Discerner,

Greetings! The Pacific Southwest District rejoices in your exploration of a call to consider the set-apart ministry. We want this process to be as friendly and transparent as possible. See the attached candidate's check list for more information. You are always welcome to call or email with any questions.

### **Outline of the Process:**

### Where to Start:

1. Study the flow chart "From Discerner to Licensed Minister"

Discerner senses "call" and/or receives invitation to consider ministry

Congregational Connection (pastor – leadership team – ministry team)

District Connection (district executive – ministry commission – calling/credentialing team)

Exploration of Call

discerner district = calling cohort

congregation

2. Discernment leads to moving forward with call

Calling Cohort/Discerner – Develops draft of Covenant of Accountability

Congregation – further conversation and prayerful engagement with discerner, reviews draft of Covenant of Accountability

District – conversation about ministry training/formation and ministry circles with discerner

Calling Interview – interview guide utilized, covenant of accountability reviewed, discernment of gifts for call

Covenant of Accountability (fillable PDF)

www.pswdcob.org/publications/ministerial-leadership-manual

- 3. Begin your study of these four documents
  - (1) 2014 Ministerial Leadership Polity, <a href="https://www.brethren.org/ministryoffice/forms.html">www.brethren.org/ministryoffice/forms.html</a> Liderazgo Ministerial 2014
  - (2) PSWD Addendum to Ministerial Leadership Polity \*,
  - (3) Ethics in Ministry Relations 2008, www.brethren.org/ministryoffice/forms.html
  - (4) 2014 Congregational Ethics Polity. www.brethren.org/discipleship/ethics.html
    - \* They are all available at: <a href="https://www.pswdcob.org/publications/ministerial-leadership-manual">www.pswdcob.org/publications/ministerial-leadership-manual</a>
- 4. Begin the items on the attached discerner's check list.

If you have questions about the discerning process please contact the District Executive Minister.

In Christ, The Ministry Commission

## **Discerner's Check List**

All of these materials should be typed. *Hand written materials will be returned.* 

		Date Completed
(A	a) <u>Your Responsibility</u>	
1)	Covenant of Accountability (lists cohort members from church, district, and others)	
2)	Candidate Information Form	
3)	Criminal Background Check (release form)	
4)	Finished reading all the related documents	
5)	<b>Pre-Licensing Interview Guide</b> with a paper copy of the signed page 9. Only available through the district office, call or email when you're ready to begin.	
6)	<b>Transcripts</b> : All post high school transcripts. <i>These items must be mailed to the district office directly from the source (not through you, the candidate).</i>	
7)	Optional: Letters of reference or recommendation.	
8)	Readiness for Ministry (RfM) Evaluation completed (consult with District Executive)	
	(A) Paid candidate's share of cost (\$200 for Discerner, send check to PSWD)(C.3. below)	
	(B) Returned RfM Release of Records Authorization	
	(C) Complete RfM written Assessments	
	(D) Complete RfM Interview	
9)	Optional: Ministerial Ethics Training (necessary for employment & ordination)	
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(B	Church / District Responsibility	
( <b>B</b> 1) 2)	Church / District Responsibility  Indication of Congregation's support on "Covenant of Accountability" (A.1. above).  Ministry Commission notifies your Congregation of their recommendation (C.6. below),	
(B 1) 2) 3)	Indication of Congregation's support on "Covenant of Accountability" (A.1. above).  Ministry Commission notifies your Congregation of their recommendation (C.6. below), and requests a Congregational vote of affirmation, (vote is to be after District action).	
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