

## MEMORANDUM

To: Congregational Board Chairs\*  
RE: **Ordination Review 2015**  
From: District Executive/Minister and the Associate General Secretary  
Date: January 15, 2015

The Church of the Brethren Annual Conference has granted the authority for ordination to the district board. The 2014 Ministerial Leadership Paper states that, "Every five years, District Ministry Commissions, in consultation with the Office of Ministry, shall conduct a credential review process. Ministers remain accountable through the five-year credential review process, participating in continuing education, and regular training in ministerial ethics." The review process is now underway and is to be completed by each district by December 31, 2015.

The *2014 Ministerial Leadership* paper states, "Based as it is upon the Spirit's empowerment but also upon a process of discernment and designation by the church, ministerial leadership is not seen as a right as much as a gift and a naming of gifts. All ordained ministers are accountable to both the district and the denomination. The review process offers an excellent opportunity to "check in" with the congregation where an ordained individual's membership is held. The board (leadership team) chair seems to be the proper person in our congregational structure to assist with this important process. So, we are writing to ask for your help. Please complete and return an Ordination Review 2015 form for each ordained individual who holds membership in your congregation. **Please seek the counsel of the appropriate leadership team (church board) in your congregation before completing the form.**

The ordained leader may be identified in one of several ways.

1. Pastor of a congregation
2. Person serving a congregation in a self-supporting ministry
3. Administrator or teacher in a theological seminary
4. Teacher of religion in a school, college, or university
5. Staff persons with districts, the General Board and other Annual Conference Agencies
6. Missionary assigned to pastoral or evangelistic duties.
7. Chaplain
8. Person serving in a specialized ministry (e.g., youth ministry, Christian education, camp administrator, ecumenical ministries, spiritual direction, pastoral counselors).
9. Ministers retired from their area of service.

Each case above assumes that the ordained leader is a member in good standing in a Church of the Brethren congregation. Being a "member in good standing" means the person is an active (presence, prayers, substance) participant in the life of the congregation. If the individual is non-resident, but wants to maintain membership in the congregation, the congregation should be clear about where the person is serving and what he/she is doing as a ministerial leader. Otherwise, the ordained leader should be encouraged to move his/her membership to another Church of the Brethren congregation where he/she can be active. If the person is serving in an area where there is no Church of the Brethren congregation, membership in your congregation is acceptable so long as the person and congregation come to a covenant understanding of what it means to fulfill the "member in good standing" description described above.

If you have questions about any of this, please call your District Executive/Minister, or the Associate General Secretary, (1-800-323-8039, extension 381).

\*Moderators in "plural, non-salaried ministry" congregations, or other appropriate congregational leaders

Russ Matteson  
Russ Matteson, District Executive Minister

Mary Jo Flory-Steury  
Mary Jo Flory-Steury, Associate General Secretary

# ORDINATION REVIEW 2015

\_\_\_\_\_  
Ordained Minister

\_\_\_\_\_  
Congregation  
Pacific Southwest District - Church of the Brethren  
District

Please complete and return this form to the District Executive/Minister of your district by March 31, 2015. Before completing the form, please seek the counsel of your church board or appropriate leadership team of the congregation where you are serving as board chair.

**I. Membership** *(Check one box)*

- is a member  
 is not a member

*(Note: If person is not a member of the church, please return the form immediately to the district office.)*

**II. Ministerial Leadership** *(Check one box and fill in the blanks)*

1. Currently \_\_\_\_\_ (first name) is serving on our ministerial staff as:

\_\_\_\_\_  
(i.e. pastor, plural non-salaried ministry, bi-vocational ministry, associate pastor, team pastor, youth minister, minister of CE, etc.)

2. Currently \_\_\_\_\_ (first name) is serving the larger church beyond our congregation as:

\_\_\_\_\_ (position or title) \_\_\_\_\_ (agency or institution)

3. Currently \_\_\_\_\_ (first name) is participating in the life of the church as a retired minister.

**III. Ordination:**

*Does your church board/leadership support the renewal of this individual's ordination?*

\_\_\_ Yes \_\_\_ No

If "no," please state any circumstances that need to be brought to the attention of the district ministry commission.

Board Chair: \_\_\_\_\_

Congregation: \_\_\_\_\_

District: \_\_\_\_\_

Date: \_\_\_\_\_