

**CANDIDACY PROCESS FOR LICENSED AND ORDAINED MINISTRY
NORTHWEST TEXAS CONFERENCE**

Discipline Paragraphs referenced are for the 2016 Book of Discipline

1/4/17

Name: _____

STEP I: BEGINNING CANDIDACY FOR LICENSED OR ORDAINED MINISTRY ¶310

Please put the date for each area when completed and have the mentor initial

- _____ Contact a clergyperson in their local church, another clergy, or the district superintendent in district in which they participate in a UM ministry setting to inquire about process of candidacy
- _____ Read the book *The Christian as Minister* and the *Ministry Inquiry Process* and discuss with your pastor.
- _____ Read ¶¶ 310-336 in the *2016 Book of Discipline*
- _____ Be a professing member in good standing of the UMC or a baptized participant of a recognized UM campus ministry or other UM ministry setting for a minimum of one (1) year
- _____ Write and send to the district superintendent requesting admission to the candidacy process and the assignment of a candidacy mentor. Include a statement of your call your name, address, phone number and e-mail address and request registration through the district superintendent with the GBHEM
- _____ DS sends name, address, phone number, and e-mail address of candidate by email to Conference Registrar. Conference Registrar will send the candidate the *Candidate Disclosure Form and Medical Form*. **The candidate is also to furnish a legible picture ID with social security number to Conference Registrar.** When the criminal background and credit check has been run and the Medical Form completed with doctor's signature, has been returned to Conference Registrar, the Conference Registrar will contact the DS.
- _____ Participate in a *Vocational Discernment Retreat* and an *Orientation to Ministry*
- _____ Assigned a candidacy mentor by the DS and dCOM. Mentor is _____
- _____ Candidate will then be sent instruction by Conference Registrar on how to register online with the General Board of Higher Education. The online registration involves the Candidacy Application Form, and the Application Fee. The Conference Registrar and DS will sign off electronically on the Candidacy Application Form. If the candidate does not have an e-mail account then everything will be handled by paper.
- _____ Complete preliminary studies with the mentor (the first two sections of the *Candidacy Guidebook*)
- _____ Consult with pastor or equivalent in a ministry setting specified by the dCOM to request a meeting of the SPRC or equivalent body to consider the statement of call and to be interviewed in light of Wesley's historic questions (Worksheet I)
- _____ After the approval by the SPRC or equivalent body, meet with a charge conference or equivalent body to be recommended as a candidate to the dCOM. Approval must be 2/3 written ballot. Candidate must be a graduate from accredited high school or received equivalency certificate
- _____ Continue studies with candidacy mentor
- _____ Complete psychological assessment. Dr Ray Brown, 5502 58th St. Suite 600, Lubbock, TX 79414, 806-792-3808. **Candidate is to send one of the original feedback sheets to Conference Registrar at 1401 Ave M, Lubbock, TX 79401-3939.** The candidate is to keep a copy for their record. **NO ONE ELSE, other than the registrar,** is to have a copy. They may allow the DS to read the feedback sheet. The DS will inform the dCOM of what is on the feedback sheet.

STEP II: CANDIDATE SEEKING TO BECOME CERTIFIED FOR LICENSED OR ORDAINED MINISTRY: ¶310.2

- _____ Submit a written statement to the DS by completing **Worksheet #2I**, found on next page
- _____ Meet with the dCOM for examination using **Worksheet #2**. Be prepared to provide other information as the dCOM may require for determining gifts, evidence of God's grace, fruit, and demonstration of the call to ministry. Also be willing to make a complete dedication of oneself to the highest ideals of Christian life as set for in ¶¶103-105; 160-166
- _____ Receive a ¾ majority vote of the dCOM members present for certification

STEP III: CONTINUATION OF CANDIDACY: ¶313

- _____ Be reviewed and recommended by the Charge Conference or equivalent body annually
- _____ Present school transcripts annually to the dCOM through the district superintendent
- _____ Be reviewed and recommended by the dCOM annually

STEP IV: COMPLETION OF CANDIDACY TO PROVISIONAL MEMBERSHIP STATUS ¶324

- _____ Certified candidate for minimum of one (1) year, maximum twelve (12) years
- _____ Completed the academic requirements
- _____ Written and oral doctrinal exam and written autobiographical statement with BOM
- _____ Demonstrated gifts for ministry of service and leadership to the satisfaction and received recommendation of the dCOM (requires ¾ vote) ¶324.
- _____ Complete statement certifying that the candidate has neither been accused in writing nor convicted of a felony
- _____ Interviewed with and recommended by the BOM (requires ¾ vote) ¶324.14
- _____ For further recommendation dCOMs are to ask the following all persons moving through the process:
How has your understanding of question vii on **Worksheet #2** evolved?

WORKSHEET #1 – FOR CANDIDATES MEETING WITH SPRC ¶310.d

Questions 1 and 2 are to be presented to your local SPRC (or equivalent) as part of the materials include in your request to be recommended as a Candidate.

1. **A Statement of My Call into Ministry:** in your own words briefly describe the circumstances and experiences through which you believe God has called you into ministry.
2. **Reflection on Wesley’s Historic Questions:** in your own words indicate how your life reflects the qualities and concerns raised in the following questions asked by John Wesley of all early Methodist preachers.

First Set of Wesley Questions:

- a. Do they know God as pardoning God?
- b. Have they love of God abiding in them?
- c. Do they desire nothing but God?
- d. Are they holy in all manner of conversation?

Second Set of Wesley Questions:

- a. Have they gifts, as well as evidence of God’s grace, for the work?
- b. Have they a clear, sound understanding; a right judgment in the things of God a just conception of salvation by faith?
- c. Do they speak justly, readily, clearly?

Third Set of Wesley Questions:

- a. Have they fruit?
- b. Have any been truly convinced of sin and converted to God, and are believers edified by their service?

WORKSHEET #2 – FOR CANDIDATES MEETING WITH dCOM ¶310.2

To be prepared with the help of your mentor and then submitted to the dCOM before meeting for certification

Questions on Formative Experiences for Christian Life and Ministry

Please reflect on the following:

- (i) The most formative experience of your Christian life?
- (ii) God’s call to licensed or ordained ministry and the role of church in your call?
- (iii) Your beliefs as a Christian
 - a. Who is Jesus Christ?
 - b. What is your understanding of sin?
 - c. What is salvation? What is the basis of salvation?
 - d. How is Christianity similar and different from other religions?
- (iv) Your gifts for ministry?
- (v) Your present understanding of your call to ministry as elder, deacon, or licensed ministry?
- (vi) Your support system?
- (vii) What is your understanding of United Methodist beliefs e.g. understanding of Grace, Sacraments (Communion, Baptism), Ministry of all people, and Itinerant appointment system?

WORKSHEET #3 – FOR COMPLETION

District Committees on Ordained Ministry are to ask the following of all persons for completion of the process

- (i) How has your understanding of question vii on Worksheet #2 evolved?