

ON CALLING "CANDIDATE UNDER CARE" FOR AN INSTALLED POSITION

For the Pastor Nominating Committee:

If a PNC chooses to call a candidate under care of another presbytery, there are some additional steps the COM/Presbytery must do to process the call. As soon as you become serious about a candidate under care, that is, a person who has not yet been ordained, inform your COM representative with the name and presbytery.

For the Committee on Ministry:

- As soon as a COM representative is aware that a PNC is in serious negotiation with a candidate for Minister of Word and Sacrament, he/she notifies the COM and CPM chairs, the General Presbyter, and the Stated Clerk.
- The General Presbyter does a reference check with the corresponding Executive Presbyter in the presbytery of care and the COM moderator does the reference check with the CPM chair in the presbytery of care.
- When the PNC schedules a clearance interview with a candidate under the care of another presbytery, the COM liaison will notify the Stated Clerk. The Stated Clerk will request the CPM of the presbytery of care to forward to the Stated Clerk materials from the candidate's file as enumerated on Form 6.
- The clerk gives the candidate's assessment (Form 6 information) to the CPM chair for review.
- The CPM chair (or designee) participates in the COM clearance interview.

As the call moves through the process, the candidate is examined for ordination by the calling presbytery (G.14.0314) who then notifies (stated clerk to stated clerk) the presbytery of care that the candidate has a call and has been approved for ordination. The candidate will decide where he/she will request to be ordained. The Book of Order currently says the ordination will ordinarily be in the presbytery of care. If that happens, the person is a member of the presbytery of care and person is transferred immediately. If presbytery of call ordains on behalf of the presbytery of care, the clerks have been agreeing that the person becomes a member of the calling presbytery.

For the Committee on Preparation

- A candidate under care of Albany Presbytery will notify the CPM liaison when she or he is seriously considering a call from another presbytery.
- Albany Presbytery CPM will provide to a calling presbytery the materials from a candidate's file as enumerated in Form 6.

January 2004
COM 9.1.05