

New England Conference Board of Ordained Ministry

The Candidacy Process and Candidacy Mentoring

For Candidates and Candidacy Mentors
v. February 20, 2021

Please contact us!

For scheduling the *required* candidacy mentor training (or clergy mentoring) or for more guidance about mentoring, please email Rev. Hope Luckie at hopeluckie1214@gmail.com or Ms. Meg Watson at megwats@gmail.com

With questions about the candidacy process, UMCARES, the Psych Assessment, the Ministry Exploration Summit, the Background Check or to reach the “Candidacy Registrar”, contact Deborah Venator at bomregistrar@yahoo.com or 603-892-0359.

Email the Vocational Discernment Coordinator, Rev. Becca Girrell (pastorbeccag@gmail.com), with feedback or suggestions on the Ministry Summit, candidacy, the candidacy mentoring process or candidacy mentor training. Rev. Girrell will also handle scholarship requests.

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The Candidacy Process & Candidacy Mentoring New England Conference of the UMC

1. Ministry Exploration Summit

The Board of Ordained Ministry (BOM) will generally lead two Summits per year, usually in January and August. Participation in a summit is a **requirement for Certified Candidacy and Certified Lay Ministry (CLM)**. Candidates are strongly encouraged to participate in a summit as early in the candidacy process as possible because it helps you understand what you need to do, but it is acceptable to complete it any time prior to recommendation by the dCOM.

At the summit candidates will be introduced to most types of ministry available throughout the New England Conference. This summit serves as the *Orientation to Ministry* required by the Book of Discipline.

This summit will include a detailed introduction to the requirements, resources, and connections needed to help a candidate discern God's call, enter the ministry candidacy process, pursue spiritual direction, and develop relationships with others in ministry.

Do candidacy mentors attend the Summit?

Mentors are not required to attend a Summit and there are no special sessions designed for mentors. However, occasionally a mentor has come to the summit for their own learning or to aid a candidate. This is welcomed and we appreciate the mentors' input. Mentor participants in the Summit must register and pay the fees although scholarships may be available on a case-by-case basis. Mentors may contact the Vocational Discernment Coordinator, Rev. Becca Girrell (pastorbeccag@gmail.com), with questions.

2. Checklists of Requirements

The up-to-date checklists for Certified Candidacy, Certified Lay Ministry, and Local Pastor are always available from the BOM Registrar and at <http://www.neumc.org/thecandidacyprocess>. On the checklists, the requirements are listed along with minimal instructions. For example, some items need to be returned specifically to the BOM Registrar, others go to the dCOM. Please follow these instructions or contact the BOM Registrar with any questions. Please note that these checklists are the only official listing of the requirements for the New England Conference. In UMCARES (explained below), you will also have a track that lists out requirements, but this is are NOT complete.

Provisional or Associate Membership Applications

These applications and info are provided on the BOM's candidacy process webpage. These applications are the only official listing of the requirements. Also, be aware these apps are DATED and may only be used on the indicated exam dates. Each year, new apps are "published." For info, contact the BOM Registrar.

3. Exploring and Entering Candidacy

When a person first begins to explore, they should talk to their pastor, participate in a Ministry Exploration Summit, read *The Christian as Minister*, and when feeling ready, send your District Superintendent (DS) a **written** letter requesting a meeting and entry into the candidacy process. This letter must be accompanied by your "statement of call". One can learn about writing a statement of call at the Summit or ask your pastor for help. After interviewing with and being approved by the DS, you would be assigned a mentor. At this time, you need to declare whether you are planning to pursue Certified Candidacy or Certified Lay ministry. However, if your discernment changes this plan later, your path can be shifted. If you are planning on Certified Candidacy, you would also need to be entered into the UMCARES webpage.

Keep Your Records

From the moment the candidacy process begins, start keeping a record. For example, mark down dates of important meetings and save a copy of any important documents. If something gets confused later on, having your own record is handy.

4. UMCARES Details

UMCARES, the United Methodist Candidacy Record Entry System, is the website candidacy mentors and candidates who are applying for Certified Candidacy will need to use for part of the candidacy process. CLM candidates will not use UMCARES at this time.

Who to Call?

For help with UMCARES, please contact the BOM Registrar (bomregistrar@yahoo.com or 603-892-0359) BEFORE you contact the UMCARES support staff. In the New England Conference, the BOM Registrar

is also the “Candidacy Registrar”.

UMCARES Invitation, Registration & Passwords

Once the DS has approved a person, the DS or the BOM Registrar will enter it into UMCARES and “invite” the person to register on that website. The email invitation will come from notifications@umcares.org. Sometimes the email will end up in your “spam” or “junk” folder, so check there for the email as well. These invitations expire in 30 days. If you need a new invite, contact the BOM Registrar. Once you receive the invitation, use the link to access UMCARES and follow the directions given to set a password. The password requirements (listed above the log in “box” are rather complicated, so be patient to follow each rule. This password and one’s email address (the username) will allow one to log back into this website anytime (www.umcares.org).

Forgotten Passwords

If the password is forgotten, go to www.umcares.org, look/scroll down below the login “box”, and click on “forgot password?”. This will allow you to reset the password. Your username is the email address entered into UMCARES (unless it was later changed). To reset the log in (username), also look below the login box for that option. Contact the BOM Registrar if you need help.

UMCARES Home Page

When you log into UMCARES, it goes to the Home page (see at right), where there is a listing of your next tasks. In addition, there is a section called “Available Resources” where you can find items you may need such as the EM360 Quick Start guide or a pdf of the Candidacy Guidebook (Answering the Call). Whenever you want to go back to this page, click on “Home” at the very top left of the screen on the gray row.

Navigating: Very Top of Screen Gray Row

Anywhere in UMCARES, you can see the top row which has “Home”, “Welcome, *Your Name*” and “Help” options (see at right) . As described above, click on Home for tasks waiting or Resource documents.

Help

In UMCARES, no matter what page, there is a help button at the top on the gray row! The help is specific to each page. If you need more help, please contact the BOM Registrar (bomregistrar@yahoo.com).

Welcome. “your name” opens the profile box

Clicking on “Welcome, *Your Name*” on the top of screen gray row will allow you to access your profile box, which lists almost every section you might need in UMCARES (see at right). For example, sometimes folks have trouble finding their tracks (explained below). From the profile box, just click on “Mentors & Tracks” and track names with “open” buttons will then pop up. For mentors, you can click on “Contacts & Lists “ to see all your mentees accounts listed.

Check Your Personal Information

When you get into UMCARES, please go to the profile box (see right) and select “personal information” to check your info.

Login

[Forgot Password?](#) [Forgot Login?](#)

UMCARES Track

A “track” is a listing of “steps” that must be completed. Each step is marked by who is responsible for that step and whether that step has been completed. Click on any words of the step’s description to open the step up – there you will see what you need to do to complete that step. Some steps will not open until a prerequisite has been completed.

The first step of the track is to complete the “Candidacy Application Form”(see sample track next page). In the next two steps the DS and mentor need to click their approvals. The candidate may need to politely remind the DS or mentor if they have not done it after a week or more. The next step in this track is paying the \$75 candidacy fee online. Once these steps have been completed, the person officially becomes a “declared candidate” within the United Methodist Church nationwide.

EM360 Step

The EM360 Step, in the Candidacy Track, is only for those applying for Certified Candidacy. This step has several purposes: (1) provides the references for the psychological assessment, (2) provides feedback to the candidate for their own discernment and development, and (3) provides the dCOM with more information about the candidate. This step includes detailed instructions as it is a bit complicated. First, watch the informational video in UMCARES, read the instructions within the step, and then set up the related account on the EM360 website. When setting the EM360 account, the Candidate needs to use the same email address as the one used in UMCARES. In the EM360 website there are also lots of instructions to guide you through. Basically, you will use the EM360 Quick Start Guide to help you setup **only two groups** for your references who will complete the questions about you. One group contains only your pastor. The other group should include at least four persons. **Please read the instructions in the Quick Start guide** to set this up correctly! **IMPORTANT:** you must check this to see if they have completed their part! In EM360 it will tell you who has not responded. You may need to remind the references and make sure they got the email from EM360. Once your self-assessment, the pastor’s response, and at least four personal responses have been completed, you will then generate the report in the EM360 website, download it as a pdf, and then upload the report to UMCARES in the EM360 Step of the Candidacy Track. Contact the BOM Registrar if you need help.

Note: CLM candidates will not complete an EM360.



UMCARES
United Methodist Candidate and Record Entry System

SAMPLE CERTIFIED CANDIDACY TRACK



Mr. Ministry - Candidate


Track: **Candidacy**
Status: In Progress as of Tuesday, June 18, 2019
Assigned: Wednesday, March 11, 2015

[Profile](#) | [Change Status](#) | [Add Custom Step](#) | [Help](#)

Description

The Official Candidacy Track developed by GBHEM.

Steps

<input checked="" type="checkbox"/>		<p>Candidacy Application Form Status: Complete as of Friday, October 21, 2016 Responsible: Assigned User Forms: 1 Form 101 Part 1</p>
<input checked="" type="checkbox"/>		<p>District Superintendent Signature Status: Complete as of Monday, October 31, 2016 Responsible: District Superintendent Prerequisites Required: Candidacy Application Form</p>
<input checked="" type="checkbox"/>		<p>Mentor Signature Status: Complete as of Thursday, November 03, 2016 Responsible: Candidacy Mentor Prerequisites Required: Candidacy Application Form</p>
<input checked="" type="checkbox"/>		<p>Administration Fee for the Candidacy Process Status: Complete as of Wednesday, November 16, 2016 Responsible: Assigned User Prerequisites Required: District Superintendent Signature, Mentor Signature</p>
<input checked="" type="checkbox"/>		<p>Request Hardcover Candidacy Guidebook Status: Ordered as of Thursday, December 08, 2016 Responsible: Assigned User Prerequisites Required: Administration Fee for the Candidacy Process Forms: 1 This optional step allows you to request a hardcover copy of the Candidacy Guidebook in English or Spanish.</p>
<input type="checkbox"/>		<p>Effective Ministry 360 (EM360) - Candidacy Status: Not Started as of Tuesday, June 18, 2019 Responsible: Assigned User Prerequisites Required: Candidacy Application Form, District Superintendent Signature, Mentor Signature, Administration Fee for the Candidacy Process This step includes instructions for completing the EM360 – Candidacy. Once the EM360 – Candidacy is complete upload the feedback form.</p>
<input type="checkbox"/>		<p>Local P/SPRC or Equivalent Meeting Status: Not Started as of Wednesday, March 11, 2015 Responsible: Assigned User Meeting Completed with Local P/SPRC or Equivalent</p>
<input type="checkbox"/>		<p>Conference or Equivalent Meeting Status: Not Started as of Wednesday, March 11, 2015 Responsible: Assigned User Meeting Completed with Charge Conference or Equivalent</p>
<input type="checkbox"/>		<p>Appearance Before District Committee Status: Not Started as of Wednesday, March 11, 2015 Responsible: Assigned User Appearance Before District Committee (dCOM) Completed</p>
<input type="checkbox"/>		<p>Report of Completion Status: Not Started as of Wednesday, March 11, 2015 Responsible: Candidacy Mentor Prerequisites Required: Candidacy Application Form, District Superintendent Signature, Mentor Signature, Administration Fee for the Candidacy Process, Local P/SPRC or Equivalent Meeting, Conference or Equivalent Meeting, Appearance Before District Committee Form 113 – Report of Completion</p>
<input type="checkbox"/>		<p>Close Track Status: Not Started as of Wednesday, March 11, 2015 Responsible: Candidacy Mentor Prerequisites Required: Candidacy Application Form, District Superintendent Signature, Mentor Signature, Administration Fee for the Candidacy Process, Local P/SPRC or Equivalent Meeting, Conference or Equivalent Meeting, Appearance Before District Committee, Report of Completion When the track has been completed or is closed please set the track status here.</p>

5. Candidacy Mentoring Basics

Candidacy Mentor Assignment

The District Superintendent (DS) assigns a candidacy mentor to each new candidate. The DS is responsible for informing both the mentor and the candidate about the assignment, including contact information. Mentors who are not registered on UMCARES may contact the BOM Registrar for an invitation (expires in 30 days). A mentor must be registered in UMCARES to be assigned to a candidate in that website.

Candidacy Mentor Training

Candidacy Mentors are required to complete a training session if they've not trained since August 2014. To schedule a training or to consult with the candidacy mentoring trainer, contact Rev. Hope Luckie at hopeluckie1214@gmail.com. It is done online. Not sure if training needed? The BOM Registrar keeps a list.

Documents Candidacy Mentor Needs

- Candidacy Guidebook, *Answering the Call* (2016; aka the Pelican book)
- An appendix document on social media which is also part of the mentoring process (*in this doc*).
- The Candidacy Process & Candidacy Mentoring Instructions (*this document*)
- Checklist for Certified Candidacy, Certified Lay Minister, Local Pastor, or Provisional Application
- Form for the Candidacy Mentor Report to the dCOM
- When you proctor a psych test, you also need instructions from UMCARES (*explained below*).

Candidacy Guidebook

Mentors and Candidates will need The Candidacy Guidebook (*Answering the Call*, 2016; has Pelican on cover). An electronic version of the book (pdf) is available for free download in the resources section of UMCARES. The free download pdfs are available in English, Spanish (Responder al llamado) and a version for the visually impaired. You may receive a hard copy (physical book) from your DS or the BOM Registrar.

The current Candidacy Guidebook, *Answering the Call*, **is the primary basis of the required candidacy mentoring process in the New England Conference.** The following mentoring sessions are required and will use the nine book chapters and one appendix (provided in this document):

Chapter #1: Mentoring	Chapter #6: Same Spirit, Many Callings
Chapter #2: UM Doctrine, Polity, Mission	Chapter #7: Health & Wholeness
Chapter #3: UM Grace & Sacraments	Chapter #8: Financial Literacy
Chapter #4: Spiritual Disciplines	Chapter #9: Next Steps
Chapter #5: Vocation, Call, Gifts	Appendix: Social Media

As shown in this list, there is only one additional session that must be added to the Candidacy Guidebook: a session on Social Media Awareness. This Appendix session text is in this document. A candidacy mentor may also choose to explore other materials that would be useful for the candidate. The mentor may also add other studies that were suggested or required by your candidate's DS or District Committee on Ordained Ministry (dCOM). If mentoring a candidate for CLM or for deacon, the mentor may want to seek out some additional advice about how to address issues related specifically to those ministries (hopeluckie1214@gmail.com). Candidacy mentors may add sessions or materials as deemed useful, as long as the required studies are complete (see list above).

Confidentiality of Mentoring Sessions IMPORTANT!

Candidacy mentoring in the New England Conference is **confidential**. It is important to maintain this confidentiality in order to allow the candidate to experience authentic growth in understanding their call as well as in preparing for ministry in the UMC. Although the candidacy mentor may share feedback with the

candidate during their work together, evaluative information must not be reported to others. The candidacy guidebook (*Answering the Call*, 2016, “pelican book”), on page 18, describes an *informational, evaluative* report to the dCOM from the mentor, but this is **not correct** for the New England Conference. We use a non-evaluative mentor report form to the dCOM as described below.

Candidacy Mentor Reporting to the dCOM and UMCARES

After the ten required candidacy mentoring sessions have been completed, mentors must submit a completed report form to the candidate’s dCOM Registrar verifying completion. As mentioned above, the mentor is **not** to be evaluative in this report. Mentors must use the appropriate form which is available at <http://www.neumc.org/thecandidacyprocess>, from the BOM Registrar (bomregistrar@yahoo.com), and near the end of this document. If you need contact info for dCOM, the BOM Registrar can provide this.

Candidacy Mentor’s Report of the Candidate’s Certification (on UMCARES)

After the dCOM approves the mentee as a certified candidate, the Candidacy Mentor is responsible for filling out the “Report of Completion” form and the “Close Track” form in UMCARES which finishes the Candidacy Track in UMCARES. To complete the “Report of Completion” form, the mentor will need some basic info like the candidate’s charge conference and district, but also a few other details: Date of Charge Conference approval, Date of meeting with dCOM, Date the dCOM approved Certified Candidacy status, and the candidate’s intended track at this time (deacon, elder, local pastor or Chaplain).

***Note for CLM:** This UMCARES step does not apply to a CLM candidate.*

6. Appendix to Candidacy Guidebook

Social Media Mentoring Session

Suggested Mentoring Session:

- (1) Discuss “3 Simple Rules of Social Media” with your Mentor. (see below)
- (2) Open your Facebook page and discuss its contents with your mentor. If you do not have a Facebook or any other social media page, you are not required to create one. just for this exercise.

Pre-work:

Read “3 Simple Rules of Social Media” by Eric Seiberling. This text begins on the next page of this document and was borrowed from <http://www.umcom.org/learn/3-simple-rules-of-social-media>. In his book, **Three Simple Rules: A Wesleyan Way of Living**, retired United Methodist Bishop Rueben P. Job uses John Wesley's three general rules to give Christians a guide for living a faithful life. The book is published by the United Methodist Publishing House. The rules from Wesley, the founder of Methodism, are simple: "Do no harm. Do good. Stay in love with God." These rules also apply to how we live our online lives in social media. The Rev. Dan Gangler, director of communications in the Indiana Conference, expanded on Job’s ideas in his article “**3 Simple Rules for Social Media.**” Michael Rich, communications coordinator in **Western North Carolina Conference**, did the same in his article “**Social Media – 3 Simple Rules.**” Both advise ways to follow the rules when using social media.

3 simple rules of social media

The rules from Wesley, the founder of Methodism, are simple:

*"Do no harm.
Do good.
Stay in love with God."*

These rules also apply to how we live our online lives in social media.



Rule #1: Do no harm.

Job writes, "To do no harm means that I will be on guard so that all my actions and even my silence will not add injury to another of God's children or to any part of God's creation." Doing no harm means respecting the cultures and life situations of those with whom we minister.

When we engage with others online, we may forget that living, breathing people with thoughts and feelings are on the other end of the digital conversation. With almost 70 percent of all communication being nonverbal, we may easily misunderstand what someone is trying to convey or how another interprets our intentions. It is easy to focus so much on proving a particular point that we cause unintended harm.

When engaging in social media activities, take the time to discern both the intention and the potential consequences of online engagement:

- What is the intent of the post?
- Does it show Christ's love or does it focus on judgment and condemnation?
- Do I speak disparagingly about anyone involved?
- Do I try to use facts and opinions to manipulate others to my viewpoint?
- Could this post "do harm" to the reputation of Christ, the church or another person or organization?
- Could someone interpret the post as harmful, offensive, rude or distasteful?
- Does this interaction recognize each person involved as a "loved child of God – a recipient of love unearned, unlimited and underserved – just like myself"?

Rule #2: Do good.

Job writes, “My desire to do good is in response to God’s invitation to follow Jesus, and it is in my control. I can determine to extend hospitality and goodness to all I meet.” Doing all the good we can means to engage others proactively in a way that “nourished goodness and strengthens community.” Assess every word and act to determine if it brings God’s grace and goodness to others.

Whether it is Facebook, Instagram or something else, social media very quickly embeds us in other people’s lives. How we engage online can have a profound effect on the people with whom we connect. Use social media to extend hospitality and goodness to all or to demonstrate God’s love to digital neighbors.

Whether engaging as an individual or as a representative of your church, think about every status update, comment or post as an outlet of “doing good.”

Would you describe the post as “good”? Does it reflect God’s interest or your own self-interest or will? Does it serve the good of the community and those in it?

Will it help God’s reign and fellow believers? How will those outside the church perceive it? How will people of different cultural or faith backgrounds receive it?

Do you communicate effectively by asking questions and providing information?

Rule #3: Stay in love with God.

Job writes that as we stay in love with God, we “find our moral direction, our wisdom, our courage, our strength to live faithfully from the One who authored us, called us, sustains us, and sends us into the world as witnesses who daily practice the way of living with Jesus.”

Social media can be a powerful channel to “re-present” Christ to the community outside the church building. Stories can show how God transforms lives, communities and the world. Social media provides ways to share those stories that help all of us to “stay in love with God.”

Social media, like other ministry, can lead to emotional burnout and exhaustion. We can overextend ourselves in too many people’s lives or engage in too many concerns. We must find a balance between sharing God’s love and sustaining efforts over time.

What stories can you tell or share online to help others stay in love with God?

How does social media help you to stay in love with God? How does it hinder you?

How can your social media contribution help others stay in love with God?

Handle with care

Social media is another channel to minister to those around us, but it must be used carefully. Words or comments posted online can go viral in a matter of hours. Focusing on “doing no harm, doing good and staying in love with God” can help ensure that we make a positive impact in the world.

END OF APPENDIX to Candidacy Guidebook (i.e. the social media lesson)

7. Background & Credit Check Instructions for Candidates

Contact the BOM Registrar (bomregistrar@yahoo.com, 603-892-0359) for a link and instructions. It is all done online and costs about \$70, paid in the website. The check is valid for 7 years.

Non-US citizens Sometimes background checks can result in problems for non-citizens. Please contact the BOM Registrar for further information on how to complete an alternate background check process.

8. Notarized Statement Instructions for Candidates

The Notarized Statement (*aka* Notarized Misdemeanor/Felony Statement) is completely distinct from the National Criminal Background “*Check*”. As described above, the background check is done online and costs about \$70. In contrast, the Notarized “*Statement*” is a one-page form obtained from the BOM Registrar or on this webpage: <http://www.neumc.org/thecandidacyprocess>. Read the form and answer a few questions. Then, *before signing the form*, go to a Notary Public *with your ID* and sign the form in front of the Notary Public, who will also sign the form. A Notary Public can usually be found in banks and are usually free. If they charge it should be less than \$5. During the pandemic, you may need to make an appointment ahead of time. Return to BOM Registrar (Deborah Venator, PO Box 4171, Concord, NH 03302).

9. Medical Report Instructions for Candidates

The medical report must be on the CURRENT FORM from the New England Conference. Get it from the BOM candidacy webpage (or from bomregistrar@yahoo.com). Detailed instructions are on the first page of the FORM. Some folks have excess trouble with this because they do not read the instructions! Return form to BOM Registrar (Deborah Venator, PO Box 4171, Concord, NH 03302).

10. Psychological Assessment Process Details

Psych Co-payment

At the current time, candidates for licensed or ordained ministry will need to make a \$300 co-pay to the BOM for the cost of the psychological assessment report. CLM candidates must pay \$725 to the BOM, beginning March 1, 2021. Please make checks payable to “New England Conference” and mail checks to the BOM Registrar (Deborah Venator, PO Box 4171, Concord, NH 03302) or request an online pay link from the Registrar. These payments are due **BEFORE** you take the tests. If it is a burden to pay the full fee at once, contact the BOM Registrar to set up a payment plan. The local church is encouraged to help candidates with the costs of candidacy. If the church is unable to help, one may ask the DS to recommend any other resources within the district.

Psych Process

After paying the fees, contact the BOM Registrar with your Mentor/Proctor name and email address to obtain further instructions for completing the psychological assessment.

11. Forms

Candidacy Mentor's Report to the dCOM

if using the 2016 Candidacy Guidebook (*Answering the Call*)

Please return this form to the dCOM Registrar

District:

Candidate's Name:

Mentor's Name:

Note to Mentor: When completing this form, remember that the Candidate-Mentor relationship is confidential and non-evaluative.

The candidate and I completed the candidacy mentoring process between the following dates:

Beginning date _____ to Completion date _____

1. How many times did you meet with the candidate and how long was each meeting?

Were these meetings one-on-one or with groups?

Were these meetings face-to-face, by phone, by skype or internet?

2. Please enter the date(s) of completion of each session of the Candidacy Mentoring Process.

Chapter #1: Mentoring

Chapter #2: UM Doctrine, Polity, Mission

Chapter #3: UM Grace & Sacraments

Chapter #4: Spiritual Disciplines

Chapter #5: Vocation, Call, Gifts

Chapter #6: Same Spirit, Many Callings

Chapter #7: Health & Wholeness

Chapter #8: Financial Literacy

Chapter #9: Next Steps

#10: Appendix from NEUMC: Social Media

3. Has the candidate participated fully in the required sessions of the Candidacy Mentoring Process?

Yes No

Mentor's Signature:

Date:

Please return this form to the dCOM Registrar in the candidate's district. If you need the contact information for your dCOM Registrar, contact the BOM Registrar (bomregistrar@yahoo.com).

If you have any questions about or feedback on the mentoring process, required mentoring content, or mentor training, please email Rev. Hope Luckie at hopeluckie1214@gmail.com.

Charge Conference Recommendation Form

Form 104

THE UNITED METHODIST CHURCH DECLARATION OF CANDIDACY

DECLARATION OF CANDIDATE

I hereby declare my candidacy for licensed or ordained (circle one) ministry in The United Methodist Church and request the support and recommendation of the Charge Conference or equivalent body as specified by the district committee on ordained ministry for certification as a candidate for:

Order of Deacons: _____ Order of Elders: _____ License as Local Pastor: _____

Name: _____ Date: _____
(*Signature of the Declared Candidate*)

CHARGE CONFERENCE RECOMMENDATION (or equivalent body)

Let those who consider recommending persons for candidacy as ministers in The United Methodist Church ask themselves the following questions which were first asked by John Wesley at the third conference of Methodist preachers in 1746 (*The Book of Discipline*, ¶310).

Do they know God as a pardoning God? Have they the love of God abiding in them?

Do they desire nothing but God? Are they holy in all manner of conversation?

Have they gifts, as well as evidence of God's grace, for the work?

Have they a clear, sound understanding; a right judgment in the things of God; a just conception of salvation by faith?

Do they speak justly, readily, clearly? Have they fruit?

Have any been truly convinced of sin and converted to God, and are believers edified by their service?

Believing that _____ is called of God and is a suitable candidate for licensed or ordained ministry in The United Methodist Church, _____ (the recommending body) recommends him/her for certification as a candidate to the District Committee on Ordained Ministry. In making this recommendation, we attest to the fact that the declared candidate has been a professing member in good standing of The United Methodist Church or a baptized participant of a recognized United Methodist campus ministry or other United Methodist ministry setting for a minimum of one (1) year, has graduated from an accredited high school or received a certificate of equivalency, and has received by written ballot a two-thirds vote of this body.

Name: _____ Date: _____
(*Signature of authorized elder, district superintendent, or bishop*)

Conference: _____ District: _____