

## CANDIDATING FOR ORDAINED MINISTRY 2022-2023

### G.13 GUIDANCE FOR CHAIRS OF DISTRICT

#### 1. INTRODUCTION

- 1.1. This is a summary of the key issues related to candidating that have implications for the District Candidates' Committee (DCC) and your leadership of it. The District Candidates' Secretary (DCS) will be invited to a review and briefing meeting in June 2022 in order to be up-to-date and aware of all the processes.
- 1.2. There are important background documents to be found on the candidating website:
  - G.1. The Diaconate and the Methodist Diaconal Order Conference 2019 report
  - G.2 Changing Patterns of Ministry Conference 2021 report
  - G.3. What is a Presbyter?
  - G.4 Selection Criteria for Ordained Ministry (2016)
  - G.6 Steps in Candidating for Ordained Ministry
  - C.2 Candidating Portfolio Guidance and Instructions Form
- 1.3. There is also guidance on the website for other key players who support candidates, i.e. Superintendents and Portfolio Mentors.
- 1.4. Please note that candidates will need to be approved as a Worship Leader (diaconal candidates) or accredited as a Local Preacher (presbyteral candidates) by 1<sup>st</sup> February in their candidating year (1 February 2023). Please make sure this is achievable by anyone expressing an interest in candidating. It is not easy to manage local preacher or worship leader training alongside candidating.

#### 2. LOCAL AND SPECIFIC CONTEXTS

- 2.1. Some presbyteral candidates anticipate that (if recommended and following successful completion of training) their initial station at least will be in a specific circuit or a specific context already identified.
- 2.2. This is a change for 2022-2023 following Conference decisions of 2021 (See G.2 Changing Patterns of Ministry report). Please also read form C.1.2 carefully.
- 2.3. Where a local context is being identified, whilst we are aware that it will not be possible for a Circuit or District to make a specific and binding commitment, it is important that the Connexion is aware whether the Circuit and/or District anticipates being able to offer an appointment suitable for the person in question.

- 2.4. Please contact the responsible Connexional Officer via [candidates@methodistchurch.org.uk](mailto:candidates@methodistchurch.org.uk) for further information if necessary. The C.1.2 form will be scrutinized by the Ministerial Candidates' and Probationers' Oversight Committee and the officer of that committee may request further conversation with you about it.

### **3. THE DISTRICT CANDIDATES' COMMITTEE (DCC)**

- 3.1. The constitution of the DCC is set out in Standing Order 451, which states that the committee shall consist of the Chair of each District appointing it, a secretary and not less than 10 nor more than 13 other persons of whom not less than 5 shall be lay, not less than 3 presbyters and at least one a deacon. Please ensure that your DCC meets these criteria or if there are emergency circumstances that make it impossible to meet them, please send an explanation as soon as possible to the candidates' office.
- 3.2. There is a short period of time in which DCC meetings can be held. If you have more than 4 candidates, you will need to arrange two days for the DCC to meet. It is best if your DCC meetings are held between 9 and 30 January 2023 so that both the candidate and the committee have time to read and reflect on the portfolio assessment and also to give time for the district forms to be submitted by the deadline. [Please note that portfolio assessment reports will be available before 7 January, but arranging a DCC on 7 January does not provide sufficient time for preparation].
- 3.3. Prior to the meeting of the DCC, the Chair and the DCS will receive information electronically about every candidate for ordained ministry from your District.
- 3.4. At the DCC candidates for presbyteral and diaconal ministry are dealt with identically, except that the responses about vocation and sense of call will be different.
- 3.5. Please note that this year all forms will be made available electronically. There will be no hard copies of the portfolio or any other forms.
- 3.6. The following Reports and Forms will be available:
- C.1 Candidate's Application
    - C.1.1 Superintendent's Assessment of Availability for Stationing
  - C.2 Portfolio
    - C.3.2, C.3.3a, C.3.3.b, Reports on Acts of Worship / Proclamation Forms x2
  - C.4 Circuit Leadership Team Report
    - C.4.1 Circuit Meeting Vote Report
  - C.5 Critical Friend's Reference
    - C.5.1 Employer's Reference (if obtained at this stage)
- The Warden's report on Diaconal candidates

- 3.7. By the time of the Committee, the report form from the portfolio assessor will be available to the candidate and the Committee.
- 3.8. If the portfolio is graded either 3 or 4, it is judged to be not satisfactory. Then the DCC will need to apply the judgement referred to in SO 710 (2) about whether the candidate 'ought not to be precluded from candidating on the sole ground that the portfolio was not of the required standard'. Please ensure that the DCC includes a statement about this in their report.

#### **4. THE COMMITTEE INTERVIEWS**

- 4.1. At the DCC one of the following patterns are observed.
  - 4.1.1. Either : The candidate is interviewed first by three small groups and then the full DCC. The first part of the full DCC interview will include a creative presentation, the topic for which is posted on the Methodist Church website in early October (form D.5).
  - 4.1.2. Or : The candidate is invited to make their presentation first in the full committee, then the candidate meets the small groups and then returns to the full committee for their final interview. This means any questions arising from the presentation can more easily be planned for the full committee interview.
- 4.2. There are four forms, D.1, D.2, D.3, D.4, to be completed by the DCC : one for each of the small groups and one for the full DCC. These will be available on the website and can be made available beforehand to DCC members (via the DCS) for committee training. There are also D.6 DCC Committee Members' Briefing Notes that offer possible questions for committee members to use (they are a guide and not a rule), and these are available via the DCS.
- 4.3. It is very difficult for a DCC to see more than four candidates in a day, especially if sufficient time is to be available to give candidates proper feedback.
- 4.4. Usually the District Chair informs the candidate of the outcome of the DCC interview and offers guidance and support at this stage.
- 4.5. According to Standing Order 712(6) the following persons have the right to witness the deliberations of the DCC and to speak when the candidate is under consideration, but not to vote:
  - 4.5.1. The Superintendent of the Circuit sending forward a candidate or the presbyter who has pastoral charge of the candidate; and
  - 4.5.2. A person who has been significantly involved in the candidate's process of vocational discernment (such as the mentor who has

worked with a candidate on their portfolio or an officer of the Learning Network).

These people are not present during the small group interviews.

- 4.6. The participation of these individuals can sometimes be very helpful in communicating to the candidate the reasoning behind the DCC's recommendation.
- 4.7. It is very important that the D.1 – D.4 forms are filled in as fully as possible and as clearly as possible. Please make sure that grades are given against all criteria you are requested to consider on the forms and that you give comments in all areas of the forms. In all areas please ensure that it is clear why the committee reached a particular grade and give evidence. (For example if you make a positive comment on a particular criteria, you cannot then grade them a 3 without further explanation).
- 4.8. Please ensure that all of the forms are typed. Even the clearest handwriting can become unclear once it has been duplicated several times.
- 4.9. Clarity is important particularly so that the candidate and the Connexional Selection Committees can understand how and why the District has come to hold the view it subsequently records on the form. Please take some time with your DCS to think about the most helpful way that these forms can be completed.
- 4.10. Please ensure that all forms are emailed to the Candidates' office as soon as possible. The deadline is 13 February 2023. We are aware that this is time consuming, but we need the material by that date to make sure we can get all the materials ready for the Connexional Committee.

Finally, if there are other issues regarding the candidate that you think the CSC need to be aware of, please add them to the D.4 DCC Report of Full Committee Form.

However if the issue is not about the particular candidate but is in regard to the operation of the process, it is not appropriate to add it to their report form. Instead please report it separately to the candidates' office at [candidates@methodistchurch.org.uk](mailto:candidates@methodistchurch.org.uk)