

CANDIDATING FOR ORDAINED MINISTRY

2020-2021

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 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.2. What is a Deacon**
 - 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 1st February in their candidating year (1 February 2021). 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. SEVERELY LIMITED DEPLOYMENT

- 2.1. Some presbyteral candidates anticipate that (if recommended and following successful completion of training) their initial station at least will be in a Circuit already identified, as they will not be available for itinerant ministry at that point. 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.
- 2.2. To facilitate this, the **C.1.2 Severely Limited Deployment Form** should be completed. Please contact the responsible Connexional Officer via 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. 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. Please do not arrange to meet until after 8th January which is when the portfolio assessments will be available. It would be best, if possible, if your DCC does not meet as early as 9 January, so that both the candidate and the committee have time to read and reflect on the portfolio assessment. Please do not arrange to meet after 1 February to give time for the district forms to be submitted by the deadline.
- 3.2. 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.
- 3.3. 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.
- 3.4. The DCS will have a hard copy of the candidate's portfolio but all other information will only be available electronically.
- 3.5. The following Reports and Forms will be available:
 - C.1 Candidate's Application and C.1.1 Superintendent's Assessment of Availability for Stationing**
 - C.2 Portfolio** (without the appendices)
 - C.3 Report on Leading Worship Forms x 2**
 - 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
- 3.6. The hard copy of the **C.2 Portfolio** will have been handed to a previously identified member of the DCC who will read it fully and be prepared to ask the candidate questions about it. By the time of the Committee, the **CON.10 Portfolio Assessor's Comments Form** with the marker's comments and assessment will be available to the candidate and the Committee.
- 3.7. 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).
- 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. Please ensure that all of the forms are typed. Even the clearest handwriting can become unclear once it has been duplicated several times.

- 4.8. 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.
- 4.9. Please ensure that all forms are sent to the Candidates' office as soon as possible. This year we need them by 10th February 2021. We are aware that this is time consuming, particularly as the candidate has to see and sign off the forms first, but we need the material by that date to make sure we can get all the materials printed up and ready for the Connexional Committee.

Finally, if there are issues that you think the Candidates' Office and the CSC need to be aware of, please feel free to add comments to the D.4 DCC Report of Full Committee Form.