

## Florida Conference Candidacy Process for Deacon, Elder, and Local Pastor

### **Inquiring Candidate: Book of Discipline ¶311.1**

Read and discuss with your minister *The Christian as Minister*. Participate in *Ministry Inquiry Process* with your minister.

### **Phase One: ¶311 Apply and enroll**

1. Member of The United Methodist Church for two years immediately preceding application for candidacy, including a year of service in some form of congregational leadership.
2. Apply to District Superintendent, in writing, for admission to candidacy program. Arrange for background check.
3. Be assigned a mentor by the District Committee on Ordained Ministry.
4. With you mentor, apply to GBHEM for *Candidacy Guidebook*, using Form 101 (send \$75 to GBHEM) and the Psychological Assessment Packet, and complete all other accompanying forms. Send a check for \$300 made out to the Florida Conference Treasurer to the Board of Ordained Ministry Registrar for cost of psychological assessment.
5. Complete exploration of candidacy with your mentor (through unit 18 in the *Candidacy Guidebook*).

### **Phase Two: Preparation for and interview with District Committee on Ordained Ministry**

1. Complete and prepare these items for your District Committee on Ordained Ministry prior to applying for certification: High school graduate; written statement of call; written response to ministry; Psychological assessment report; Financial report; Health certificate.  
Agree to make a complete dedication of yourself to the highest ideals of the Christian life.  
Consult with your minister and be interviewed by Pastor/Staff Relations Committee.  
Recommended by charge conference.
2. Examination and approval (3/4 vote) by District Committee on Ordained Ministry.

### **Certified Candidate and Continuation of Candidacy: Book of Discipline ¶312**

1. Annual recommendation by charge conference
2. Annual approval by District Committee on Ordained Ministry (interview and written report).
3. Annual report of satisfactory progress of studies and copy of transcripts from university or seminary.

**Local Pastor** - Completed candidacy certification, recommended by District Committee on Ordained Ministry, recommended by Conference Board of Ordained Ministry, attend licensing school, voted approval at clergy session of Annual Conference. Assigned a clergy mentor ¶341. Complete Course of Study.

### **Completion of Candidacy: Book of Discipline ¶324**

1. Certified candidate for minimum of one (1) year, maximum twelve (12) years.
2. One (1) year in service ministry.
3. Completion of academic requirements.
4. Completion of health certificate, financial report and Criminal and Legal Records Release and Disclosure Form
5. Written and oral doctrinal exam and written autobiographical statement.
6. Interview and recommendation by ¾ vote of District Committee on Ordained Ministry and Board of Ordained Ministry.
7. Election to probationary membership by clergy session at Annual Conference.