

# The Presbytery of New Castle: Committee on Preparation for Missional Ministry (CPMM)

## Inquirer/ Candidate Check List

The following check list is to guide you through the formal discernment and preparation process for Minister of Word and Sacrament, as set out by the PC(USA) Book of Order and the Presbytery of New Castle\*

### Phase 1: Before Enrolling as an Inquirer

- Be an active member of a PC(USA) church for at least 6 months
- Complete PC(USA) forms 1A, 1B, 1C, in preparation for meeting with your Session
- Meet with Session to talk about your sense of call and your community's affirmation of that call.
- Provide session with form 1D to complete/ receive a session liaison
- Submit\*\* forms 1A – 1D to Presbytery CPMM (you submit 1A-C, your session submits 1D)

\*\*All forms should be submitted to CPMM Secretary, Penny Lindell (penny.lindell917@gmail.com)

### Phase 2: Becoming an Inquirer

- Meet with CPMM on assigned date/ receive CPM Liaison
- Complete forms 2A and 2B with the CPMM and your session
- Complete Criminal Background Check for Presbytery Office to keep on file.
- Complete Career/ Psychological Assessment (at approved site)
- Receive approval of seminary choice by CPMM

### Phase 3: Inquirer (minimum of 1 year)

- Continue education in accordance with Presbytery guidelines
- Seek experiences for spiritual and personal growth/ call discernment
- Pass Bible Content Exam

### Phase 4: Moving from Inquirer to Candidate

- Write Faith Journey Statement
- Complete form 5A and submit to CPMM
- Meet with Session and provide form 5B to submit to CPMM
- Meet with CPMM (this may happen as part of your annual consultation); sign forms 5C and 5D

### Phase 5: Candidacy (minimum of 1 year)

- Continue education in accordance with Presbytery academic guidelines
- Complete 2 Field Education placements (must be approved by CPMM in advance)
- Complete Clinical Pastoral Education (CPE) at approved site
- Pass Ordination Exams (Polity, Exegesis, Theology, and Worship)
- Begin developing Portfolio and 1-page statement of faith

### Phase 6: Moving from Candidate to "Certified Ready to Receive a Call" Status

- Submit seminary graduation transcripts to CPMM (or most recent transcript if in final year)
- Complete and submit Portfolio including a 1-page statement of faith
- Provide draft of PIF to CPMM for comments and approval to circulate
- Meet with CPMM for Final Assessment

#### Ongoing Yearly Expectations:

- Connect with CPMM Liaison at least twice/ year.
- Submit Form 3 and "Preparation Grid to CPMM one month before Annual Consultation
- Meet with CPMM for Annual Consultation on assigned date
- Submit academic transcript to CPMM at the end of each year in Seminary

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\* The CPMM guides a discernment process for those exploring a call to ordained ministry as a Teaching Elder in the PC(USA). This discernment begins with prayer and listening to the Spirit's work in our lives. One does not need to be certain of a formal call before entering the process and may exit at any time—just as acceptance to the process is not a guarantee of ordination. The CPMM recognizes that discernment of God's call and the journey of faith cannot be confined to a checklist. We are glad to be companions with you on this part of your journey.