

Request for Privilege of Call Status in the Southern Association, Southern California California Nevada Conference

Candidate's Information

Name: _____
Address: _____
Telephone: _____
Email: _____

Congregation's Information

Congregation's Name: _____
Congregation's Telephone: _____
Pastor's Name: _____
Pastor's Email: _____
Local Church Discernment Committee Chair's Name: _____
Chairperson's Email: _____

The candidate named above has stated their desire to prepare for authorized ministry in the United Church of Christ. They have met faithfully for the work of discernment their pastor and their Local Church Discernment Committee. The Local Church Discernment Committee and the leadership of the local church affirm that this candidate has a discernible call to ministry, has skills in multiple areas of Marks of Faithful and Effective Authorized Ministers, and is ready to enter into the Privilege of Call process.

This congregation hereby requests that the Committee on Ministry accept the candidate into the Privilege of Call process. We affirm that they are a member in good standing of this church and that the statements made in this Request are true and complete to the best of our knowledge.

The following documents are enclosed with this Request:

- Letter of recommendation from the Local Church governing body requesting the person be received as a candidate. The letter should include a description of the person's process with the Local Church Discernment Committee, reflection on specific skills and gifts for ministry that exemplify Marks for Faithful and Effective Authorized Ministers, and clarity about which Marks the Discernment Committee had identified as areas for development and growth.
- Candidate's file from their work with their Local Church Discernment Committee including their
 - Spiritual Autobiography and Statement of Faith
 - Reflections on the questions:
 - Describe your theological understanding of ordination and the role of the Church in discerning a call to the vocation of ministry.
 - Describe in particular your call to the vocation of ministry and the setting to which you currently feel most called.
 - Expanding on the understanding of ordination, why are you interested in ordination and ministry specifically in and on behalf of the United Church of Christ?
 - Documentation of formal education, including theological education
 - Statement of Consent and Release Form (Appendix B)
 - Background Disclosure (Appendix C)
 - Report from the Completed Background Check (generated from Appendix D)

Signature of the Candidate: _____ Date _____

Signature of the Discernment Committee Chair: _____ Date _____

Signature of the Local Church Pastor: _____ Date _____

Submit this form and documentation to Vicki Holland, Association Administrator,
southernassociation@sascnucucc.com

Statement of Consent and Release Form for Persons Seeking Privilege of Call Status in the Southern California Nevada Conference

The United Church of Christ Constitution recognizes that God calls the whole church and every member to participate in and extend the ministry of Jesus Christ. God also calls certain of the church's members to various forms of authorized ministry in and on behalf of the church.

I am seeking Privilege of Call status through a Committee on Ministry (COM) of the Southern California Nevada Conference. I acknowledge that the integrity of the Privilege of Call process in the Conference depends upon supportive cooperation and considerate and appropriate sharing of information among the Conference and its staff, the COM, and the other persons involved in the Privilege of Call process.

We are called to speak the truth in love. Our primary goal is, in all circumstances, to build up the body of Christ. Relationships between the COM, the candidate, and the other persons involved in the Privilege of Call process require honesty, integrity, and truthfulness for the health of the church. In that spirit:

I attest that the information I have provided and will, in the future, provide to COM is true and complete to the best of my knowledge. I understand that any misrepresentation or omission may be grounds for rejection of consideration for, or termination of, Privilege of Call status.

An open exchange of relevant information builds the foundation for continuing and healthy relationships between authorizing bodies and persons seeking a ministry position. In that spirit:

I authorize the COM and its members and agents, including the staff of the Conference to make inquiries regarding all statements I have made or will make and information I have provided and will provide. I also authorize all persons, entities, former employers, committees on the ministry and their agents, courts, and law enforcement and other public agencies to respond to inquiries concerning me, and to supply verification of the information provided or to be provided by me. I understand that such persons may comment on and state their opinions regarding my background and character to those relating to the authorization process. To encourage such persons to speak openly and responsibly, I hereby release them from all liability arising from their responses and comments made in good faith and without malice.

The authorization process in the United Church of Christ further rests on the sharing of information in considerate and appropriate ways with those involved in the process. In that spirit:

I authorize the COM and its members and agents, including the staff of the Conference to circulate, distribute, and otherwise share information gathered in connection with my request. I understand that those gathering information about me concerning my request are encouraged to share such information with me if requested by me to do so.

I affirm that I have not been an in-care student, a Member in Discernment, in a Privilege of Call process, or an authorized minister in any other Association/conference/denomination.

Candidate's Signature: _____

Candidate's Name: _____ Date _____

Provide this completed form to the Local Church Discernment Committee. This form should be kept in the candidate's file assembled by the Local Church Discernment Committee. At the time the Local Church makes the Request for Privilege of Call Status (Appendix A), submit this form and the rest of the candidate's file alongside the request.

Background Disclosure for Persons Seeking Privilege of Call Status in the Southern California Nevada Conference

Candidate's Name: _____

Candidate's Address: _____

Candidate's Home Phone: _____

Candidate's Cell Phone: _____

Candidate's Email: _____

For all items below, initial the line of your response. Write additional commentary in as needed.

I affirm that the position, power, and authority associated with a ministry authorized by the United Church of Christ extends and participates in the ministry of Jesus Christ and is intended to be of benefit to all served by this ministry.

_____ True

_____ False

Commentary:

Include only matters subject to official disciplinary review by a conference or association of the United Church of Christ:

_____ I have not been the subject of official disciplinary review that resulted in growth program and/or counseling.

_____ I have not been the subject of official disciplinary review that resulted in censure.

_____ I have not been the subject of official disciplinary review that resulted in suspension of standing

_____ I have not been the subject of official disciplinary review that resulted in termination of standing.

_____ Official disciplinary review is not pending regarding me at the present time.

Commentary:

Include only matters subject to official disciplinary review within another denomination:

_____ I have not been the subject of official disciplinary proceedings that resulted in disciplinary action.

_____ Official disciplinary proceedings are not pending regarding me at the present time.

Commentary:

Appendix C

Include only matters subject to official disciplinary proceedings by a professional organization, credentialing body or guild:

_____ I have not been the subject of official disciplinary proceedings that resulted in disciplinary action.

_____ Official disciplinary proceedings are not pending regarding me at the present time.

_____ No civil law suit alleging that I attempted or actually engaged in sexual discrimination, harassment, exploitation, or misconduct; physical abuse; child abuse; or financial misconduct has ever resulted in a judgment being entered against me, settled out of court, or dismissed because the statute of limitations had expired.

Commentary:

With respect to driving record include matters of reckless driving, driving while intoxicated and/or under the influence of a controlled substance; with respect to criminal charges do not include acts of civil disobedience:

_____ I have not had my driving license suspended or revoked within the last five years.

_____ I have not been found guilty or pleaded guilty or no contest to criminal charges.

Commentary:

Initial all responses that are accurate for each question.

My employment has not been terminated because I attempted or actually engaged in:

_____ sexual discrimination, harassment, exploitation, or misconduct

_____ physical abuse

_____ child abuse

_____ financial misconduct

Commentary:

I have not terminated my employment or professional credentials in order to avoid facing or to avoid being terminated because of charges of actual or attempted:

_____ sexual discrimination, harassment, exploitation, or misconduct

_____ physical abuse

_____ child abuse

_____ financial misconduct

Space for commentary is on the next page

Appendix C

Commentary (regarding termination or avoidance of termination for sexual discrimination, harassment, exploitation, or misconduct; physical abuse; child abuse; and/or financial misconduct)

In my judgment, there are no facts or circumstances involving me or my background that would warrant further review before my being entrusted with the responsibilities of ministry on behalf of a calling body of the United Church of Christ.

True

False

Commentary:

Candidate's Signature: _____

Candidate's Name: _____ Date _____

Provide this completed form to the Local Church Discernment Committee. This form should be kept in the candidate's file assembled by the Local Church Discernment Committee. At the time the Local Church makes the Request for Privilege of Call Status (Appendix A), submit this form and the rest of the candidate's file alongside the request.

If you need to add additional commentary on any of the above, please do so below:

Background Check Release for Persons Seeking Privilege of Call Status in the Southern California Nevada Conference

Full Name (Last, First Middle): _____

Other names used (ex. maiden name): _____

Social security number: _____ Date of birth: _____

Present Address (Street, City, State, Zip): _____

Home Phone: _____ Cell Phone: _____

Email: _____

Gender (as it is on file with the US Social Security Administration): _____

The covenants between persons seeking to become candidates for authorized ministry in the Conference require honesty, integrity and truthfulness for the health of the Conference. To that end, I attest that the information set forth in this application is true and complete. I understand that any misrepresentation or omission may be grounds for rejection of consideration for, or termination of, my process for authorized ministry. I acknowledge that it is my duty in a timely fashion to amend the responses and information I have provided if I come to know that the response or information was incorrect when given or, though accurate when given, the response or information is no longer accurate.

Beginning such relationships with an open exchange of relevant information builds the foundation for a continuing and healthy covenant between candidates, committees, staff, and volunteers and the organization they seek to serve. To that end, I authorize the Conference and/or its agents to make inquiries regarding my character and qualifications, including all statements I have set forth above. I also authorize all entities, persons, former employers, supervisors, courts, law enforcement and other public agencies to respond to inquiries concerning me, to supply verification of the statements I have made, and to comment on and state opinions regarding my background, character, and qualifications. To encourage such persons and entities to speak openly and responsibly, I hereby release them from all liability arising from their responses, comments and statements.

I authorize The Southern California Nevada Conference (THE PRINCIPAL) and/or its agents to make an independent investigation of my background, references, character, past employment, education, credit history, adult criminal or police records, and motor vehicle records including those maintained by both public and private organizations and all public records for the purpose of confirming the information contained on my application and/or obtaining other information which may be material to my qualifications for service now and, if applicable, during the tenure of my service with them.

I release the United Church of Christ Insurance Board and THE PRINCIPAL and its agents and any person or entity, which provides information pursuant to this authorization, from any and all liabilities, claims or law suits in regards to the information obtained from any and all of the above referenced sources used.

Signature of the Candidate: _____ Date _____

Name of the Candidate: _____

Please follow these directions for filing this form:

1. While working with the Local Church Discernment Committee, the candidate should complete and send this form and the information below to Virginia Arroyo in the Conference Office, arroyo@scncucc.org. Payment in the amount of \$11 may be made on the conference website to cover the expense of the background check. Upon receiving both the form and the payment, the Conference Office will ensure the background check is completed. The completed report will be sent to the Local Church Discernment Committee chairperson.

Name of the Local Church: _____

Name of the Local Church Discernment Committee Chairperson: _____

Email of Local Church Discernment Committee Chairperson: _____

Local Church Pastor's Name (if the candidate is not the Pastor): _____

Local Church Pastor's Email (if the candidate is not the Pastor): _____

2. Also provide one copy of this completed form to the Local Church Discernment Committee. This form and the resulting report should be kept in the candidate's file assembled by the Local Church Discernment Committee. At the time the Local Church files the Request for Privilege of Call Status (Appendix A), submit this form, the results, and the rest of the candidate's file alongside the request.

For conference office use only. Criminal Background check performed on: _____

Copy of the report sent to the Local Church Discernment Committee Chairperson on: _____