

**POLICY #5 OF THE COMMITTEE ON MINISTRY
PRESBYTERY OF SUSQUEHANNA VALLEY**

INTERVIEWING APPLICANTS SEEKING PRESBYTERY MEMBERSHIP

Note: The Committee on Ministry (COM) is authorized by the Presbytery of Susquehanna Valley to find in order all calls issued by churches, to approve and present calls for service of ministers, to approve the examination of ministers transferring from other Presbyteries, to dissolve the pastoral relationship in cases where the congregation and pastor concur, and to dismiss ministers to other Presbyteries, with the provision that all such actions be reported to the next stated meeting of the Presbytery, in accordance with G-11.0502h.

Policy: The COM shall examine all persons seeking membership in the Presbytery as to their suitability for a pastoral call to a church or for other work within the Presbytery. Ordinarily, these interviews will be conducted by the COM Liaison with others assisting who will report its recommendation to the full COM. In extraordinary circumstances, the individual will be required to attend a regularly scheduled meeting of the COM or a specially called COM meeting may need to be arranged.

A. Procedure for Ministers Nominated by Search Committees (PNC and APNC):

1. The examination shall take place during the time the applicant comes to the Presbytery to be interviewed by a PNC (or when the candidate preaches in a neutral pulpit). Ordinarily, it would be ideal for this to take place at a regularly scheduled meeting of the COM.
2. The PNC (or applicant) must notify the COM Liaison at least 14 days prior to the date the applicant is coming. The candidate's PIF, statement of faith, and the name of the church should be mailed to all members of the COM who will be on the Interview Team along with notification of the date and place of the examination.

3. The COM Liaison shall be responsible for arranging the interview.
4. The written recommendation of the Interview Team must be promptly reported to the Applicant, PNC Chairperson, COM Chairperson and Executive Presbyter.
5. If the applicant or PNC does not comply with the above procedures the PNC shall be financially responsible for bringing the applicant back for an interview.
6. The COM Interview Team shall conduct the examination of the applicant. The Interview Team will ordinarily be composed of clergy and elders, male and female, and the COM Liaison with the church. The Executive Presbyter should be invited. A quorum will consist of no less than four (4) members of the COM.
7. In addition to fulfilling the requirements of G-11.0402, the interview team shall examine the following (see Form F-6):
 - a. The applicant's suitability for the position (e.g. the "match" between applicant and position, the talents and interest of the applicant, the needs of the church or employing body, the applicant's knowledge of the position);
 - b. The applicant's support of the Constitution of the Presbyterian Church (USA) and the applicant's attitude toward participation in Presbytery;
 - c. The applicant's understanding of his/her call to the specific type of ministry which will be required in that situation;
8. The interview will afford the opportunity for the applicant to question the Interview Team; part of the interview may include representatives from the PNC in order that all issues surrounding the interview may be understood.

9. The Interview Team may use any of the following: the applicant's PIF and statement of faith, the CIF or position description, the congregational mission study and the report of the background checks by the EP and the COM.

10. In addition to the above, all applicants seeking membership in the Presbytery will meet all the criteria in G-11.0403, G-11.0408, G-11.0409, G-11.0410 and G-11.0411.

B. Special Cases

1. Ministers from other denominations (see Policy #6) called to validated ministries listed in G-11.0409 or G-11.0410 shall fulfill all the above and also the special provisions of G-11.0404.
2. Ministers seeking reinstatement should first see G-11.0414.

C. Additional policies which may apply:

Policy #24A – Early Ministry Institute
Policy #24B – New Pastor Workshop
Policy #24C – Student Debt

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