

## APPOINTIVE PROCESS

**OPENING STATEMENT:** A change of appointment may be initiated by a pastor, a Committee on Staff/Pastor-Parish Relations, a district superintendent, or The Bishop.

**STEP ONE:** DS confers with S/PPRC to update the church's missional profile and identify needs for pastoral leadership, and consults with the clergy to update the clergy profile.

**STEP TWO:** DS consults with the Cabinet to identify the pastor to be appointed.

**STEP THREE:** DS confers with the pastor to be appointed about a possible appointment and its congruence with gifts, evidence of God's grace, professional experience and expectations, and the unique needs of the pastor.

**STEP FOUR:** DS notifies the S/PPRC chairperson that the cabinet has identified a pastor whom the Bishop intends to appoint and a meeting of the committee needs to be arranged so the pastor can be introduced.

**STEP FIVE:** DS meets with the receiving S/PPRC and the pastor the Bishop intends to appoint for the purpose of an introduction. The S/PPRC and the prospective pastor are invited to give feedback on the viability of the appointment.

**STEP SIX:** DS reports results of the introduction to the Cabinet. If during this consultative process the Bishop and the Cabinet determine that this appointment should not be carried out, the process is to be repeated until the Bishop, basing his or her decision on the information and advice derived from the consultation, makes and fixes the appointment.

**STEP SEVEN:** When the steps in the process have been followed and completed, the Bishop's office will authorize the DS to affirm the decision first to all parties directly involved in the consultative process: the Cabinet, the pastor, and the S/PPRC. Then, a public announcement is made to the congregations involved in the change, usually during a Sunday morning service of worship following the decision. Following that announcement, the Bishop's office releases the announcement through the Conference internet system. An appointment change form is sent from the receiving district office to the Bishop's office, and a compensation worksheet is sent to the RMC Finance office. The district office also prepares and sends an appointment letter to the candidate with copies to the Bishop, the RMC Finance office and the local church S/PPRC chairperson.

### DEFINITIONS:

***The Bishop:*** The superintending officer and spiritual leader of the Annual conference.

***The district superintendent:*** The presiding elder appointed by the bishop and assigned to responsibilities of oversight and supervision within a district, serving as an extension of the Bishop's office.

***Cabinet:*** The Bishop, superintendents, and the Director of Appointed Leader Development who serve on the annual conference in the appointive process.

***S/PPRC:*** Staff/Pastor-Parish Relations Committee that is responsible in the local church for support and evaluation of paid staff, including the pastor.