Attachment A
Additional Guidelines and Resources for Commissioned Ministry in the Arizona Region

I. Additional Guidelines for Commissioned Ministry

Those seeking to attain and maintain recognition as Commissioned ministers in the Arizona Region must comply with all relevant requirements set out in the TFPCOM and the additional requirements set out in this Attachment A. Assuming that all requirements are met, such recognition may be granted for a specific ministry in a specific place for a specified period (usually one year).

A. The procedures for candidates seeking recognition as Commissioned ministers include the following initial steps:

i. The Candidate will submit an application on an appropriate form provided by the Regional Office, including evidence in writing of their educational preparation and theological base appropriate for the ministry they will be performing. (Candidate Form*) (See Section II, “Current Regional Forms and Informational Materials Relating to Commissioned Ministry” for the most current version of each of the forms/informational pieces marked with an “*” below.)

ii. In response to the Candidate’s application, the Regional Office will provide information to the Candidate about Commissioned ministry, including a copy of the Commissioned Ministry Requirements Completion Check List*.

iii. In addition, the Candidate may request an initial interview with the Commission to obtain additional information about Commissioned ministry, the process for recognition and what it means to be “taken under care” by the Commission.

iv. The Candidate will submit a comprehensive statement giving evidence of their understanding of the Christian faith, the nature and work of the church and its ministry, which, at a minimum, will include completing the prerequisites set out in the Disciples of Christ (DOC) Discovery* document involving exploration of, and personal reflection on, DOC history, polity and theology.

v. Following receipt of the above-noted items (i-iv), the Commission will set an interview date with the Candidate.

Assuming that all of the above requirements have been met, prior to being Commissioned, the Candidate must complete the following additional steps:

vi. The Candidate will complete the Wallace SC&W Foundations Course or other currently approved program (Option 1)* or obtain a Certificate of Ministry or
vii. The Candidate will complete a “Disciples History and Polity” class approved by the Commission.

viii. The Candidate will request their congregation to recommend them for Commissioning and to send a letter of recommendation signed by the minister and board moderator to the Commission on Ministry.

ix. The Candidate will complete a candidate assessment/evaluation with an approved counseling center

In addition, the Region may require such additional assurances of the Candidate’s fitness for Commissioning as they deem reasonable and necessary, including, but not limited to, personal interviews, letters of reference, or a criminal background check.

B. The Commission on Ministry will review the information gathered during the process of Candidacy to determine if the Candidate displays the qualities and standards necessary to grant Commissioned status to a specific ministry for the period of one year. Such qualities and standards include, but are not limited to, those set out in the TFPCOM, Paragraph II.A.2 (p. 16) and the AZPCOM, Section I (p. 4). In addition, the Candidate must adhere to the Ministerial Code of Ethics of the Christian Church (Disciples of Christ)*. Assuming that the Candidate meets all relevant requirements, they will be recognized as a Commissioned minister for one year, so long as they have a specific place to practice ministry. In the event that their ministry or location is changed or the period of Commissioning expires, they will need to seek re-Commissioning.

C. Minimum annual continuing education requirements for ongoing recognition as a Commissioned Minister will include the following:

i. The Commissioned Minister must complete a minimum 10 hours of ongoing education/training, which can include Regional Workshops, Certificate of Ministry courses, as well as formal Continuing Education seminars or coursework.

ii. The Commissioned Minister must participate in Regional and General events.

iii. The Commissioned Minister must attend Commission approved Clergy Ethics & Boundary Training within the first year of Commissioning and once every four years thereafter.

D. Procedures for Candidates seeking re-Commissioning.

i. Candidates are Commissioned for a specified ministry in a particular place for a limited period of time, generally one year. Thus, Commissioned Ministers need to seek re-Commissioning every 12 months. Failure to do so will result in a loss of Standing as a minister in the Christian Church (Disciples of Christ).
ii. The Candidate will submit an application for re-Commissioning that is provided by the Regional Commission on the Ministry.

iii. The Candidate will be responsible for obtaining evaluations/recommendations from their congregation and/or ministry supervisor and having them sent to the Commission.

iv. The Candidate may be asked to participate in an annual review with the Commission. (A Candidate may also request an interview).

v. Upon approval of the Commission for re-Commissioning, an appropriate ministerial Standing card will be issued.

E. The Act of Commissioning

i. The Candidate will be Commissioned in the local congregation in which the Candidate is serving. A sample service is available from the Regional Office, upon request.

ii. The Regional Minister or a representative from the Commission on Ministry will preside in a service of Commissioning.

iii. The following persons may be included in the Commissioning Service.

a. Pastor(s) of the congregation

b. Board Chair or Moderator

c. Regional Minister and/or member(s) of the Commission on Ministry

d. Other leaders as appropriate

II. Current Regional Forms and Informational Materials Relating to Commissioned Ministry*

A. Candidate Form (COM FORM 04/11)

B. Commissioned Ministry Requirements Completion Check List (current)

C. Disciples of Christ (DOC) Discovery (Rev 6/13)

D. COMMISSIONED MINISTRY CURRICULUM (1/19/12), (including information on both Option 1 [Wallace SC&W Foundations Course] and Option 2 [Certificate of Ministry or equivalent certification from COM-approved seminary]

E. Commission on Ministry: Disciples Ministry in Arizona (1/12)

F. Ministerial Code of Ethics of the Christian Church (Disciples of Christ)
*These forms/informational pieces may be revised or replaced from time to time. To assure that you have the most current information, please check with the Regional Office or Regional Office website: www.azdisciples.org