Attachment C

Additional Guidelines and Resources for Standing in the Arizona Region

I. Additional Guidelines for Ministerial Standing in the Christian Church (Disciples of Christ)

Standing in the Christian Church (Disciples of Christ) (DOC) is credentialing for ministry within the DOC. It is a call to accountability to the church and collegiality with other ministers, denominationally and ecumenically. Those seeking Standing in the Arizona Region must comply with all relevant requirements set out in the TFPCOM and the additional requirements set out in this Attachment C.

Responsibility for certification of Standing of ministers and for annual review of that Standing is generally lodged with the Region where the minister is currently engaged in the practice of ministry or otherwise resides. Responsibility for certification of Standing of Regional Ministers is jointly lodged with the Region where they serve and the GCOM.

A. Certification of Standing of those Commissioned and Ordained by the DOC

A minister becomes eligible for Standing by virtue of Commissioning or Ordination according to the Order of Ministry of the DOC.

i. Standing for ministers in active service continues as long as the minister continues to do and report the following:
   a. Performs faithfully the duties of a minister in a “ministerial” occupation;
   b. Participates regularly in programs of study, growth, and renewal;
   c. Maintains relations with the DOC, including participating membership in a recognized local Disciples congregation, where feasible;
   d. Adheres to the Ministerial Code of Ethics of the Christian Church (Disciples of Christ). * (See Section II, “Current Regional Forms and Informational Materials Relating to Ordained Ministry” for the most current version of each of the forms/informational pieces marked with an “*” below);
   e. Continues to meet the personal qualifications for admission to the Order of Ministry, as set out in Section II.A.2 of the TFPCOM; and
   f. Seeks and meets the requirements for annual certification on such terms and conditions as required by the Region or the General Commission on Ministry, as appropriate (TFPCOM, p.26).

ii. As part of the annual certification process to maintain Standing, the Arizona Region requires that all Commissioned and Ordained ministers engaged in active practice of ministry do the following:
   a. Timely submit a request for continued Standing, in the prescribed format
(annual Ministerial Standing Form*), documenting they continue to meet all of the prerequisites set out in Section I.A.i. above and have also met the following additional requirements:

1. Attended RCOM approved Clergy Ethics and Boundary Training within the past four years. Ministers new to the Arizona Region, including those newly Ordained or Commissioned, will be required to complete such training within the first 12 months of their ministry in Arizona.

2. Completed a minimum of 10 hours of continuing education for the year, including, but not limited to, Regional Workshops, Certificate of Ministry courses, as well as formal Continuing Education seminars or coursework.

iii. Those Commissioned and Ordained ministers with DOC Standing who are actively engaged in ministry have the following privileges:

   a. Are listed in the Year Book and Directory of the Christian Church (Disciples of Christ);

   b. Are permitted to call upon the church for various services and support; and

   c. Are granted voting privileges in the General Assembly of the DOC.

Ordained ministers also have access to Search and Call (TFPCOM, p.25).

iv. When moving from one Region to another, the following rules apply:

   a. An Ordained minister retains Standing when moving from a ministry position in one Region to a ministry position in another; however, the minister should notify both the former and new Regional Ministers.

   b. Since Commissioned ministry is congregation and ministry specific, a Commissioned minister who moves to another Region must contact that Regional Minister to qualify for and establish Standing in the new ministry position, based upon the requirements of the new Region.

   c. When an Ordained minister moves from a ministry position in one Region to another Region and is no longer engaged in ministry, ministerial Standing generally will be provisionally retained for up to one year. If he or she wishes to retain Standing, he or she must notify both the former and new Regional Ministers.

B. Certification of Standing of Retired Ministers (Active and Inactive), Commissioned or Ordained by the DOC

i. Although not clearly defined in the TFPCOM, the term “retirement” or “retired” minister appears to include both those Commissioned and Ordained Ministers who no longer continue in an active ministerial position and those who are treated as “retired” for pension fund purposes but continue in active ministry beyond that point. In the latter case, those Commissioned and Ordained Ministers who continue in active ministry are
referred to as “active retired” ministers. Those who no longer engage in active ministry are referred to as “inactive retired” ministers. For purposes of certification of Standing of retired ministers, the Arizona Region adopts the definitions set out in this paragraph.

ii. In the Arizona Region, upon retirement, Commissioned Ministers retain Standing as active retired ministers if they continue serving in an approved ministry site within the Arizona Region and continue to meet the requirements of Sections I.A.i. and ii. set out above. As long as they continue to meet these requirements they will also continue to have the privileges set out in Section I.A.iii. above. Because Commissioned Ministry is congregation and context specific, the Arizona Region generally does not grant Standing to “inactive retired” Commissioned Ministers. However, under the TFPCOM, the Region has the authority to do so.

iii. In the Arizona Region, Ordained Ministers with Standing retain their Standing at the time of retirement, on the terms and conditions set out below:

a. A retired Ordained Minister who intends to continue active ministry (whether occasional, part-time or full-time) within the Arizona Region must continue to seek and meet the requirements for annual certification of Standing by the Region or by the GCOM, as appropriate.

1. In the Arizona Region, to maintain Standing, active retired ministers must continue to meet the requirements and follow the annual certification process set out for non-retired Commissioned and Ordained ministers in Sections I.A.i. and ii. above.

2. As long as they continue to meet these requirements, active retired Ordained Ministers will also continue to have the privileges set out in Section I.A.iii. above, except that they will be listed in the Yearbook of the Christian Church (Disciples of Christ) as active retired.

b. Retired Ordained Ministers who are no longer engaged in the practice of ministry may seek Standing as inactive retired ministers, on the terms and conditions set out below:

1. Inactive retired ministers will continue to be listed in the Yearbook of the Christian Church (Disciples of Christ) as inactive retired ministers;

2. Inactive retired ministers must continue to adhere to the Ministerial Code of Ethics,* hold participating membership in a recognized local Disciples congregation, where feasible, and timely submit a request for continued Standing in the prescribed format.

3. If an inactive retired minister decides to once again take up the practice of ministry, that minister must once again seek status as an active retired minister.
C. Certification of Ordained Ministerial Partner Standing with the DOC and UCC

i. The Ordained ministries of the DOC and the UCC are reconciled. An Ordained minister with Ordained ministerial Standing in one church may function, whenever invited, and as established procedures permit, as an Ordained minister of the other, with Ordained Ministerial Partner Standing in that church. When a person no longer has Ordained ministerial Standing in either the DOC or the UCC, that person is no longer an Ordained Ministerial Partner, and Ordained Ministerial Partner Standing is nullified.

ii. The specific requirements, duties and privileges to attain and maintain Ordained Ministerial Partner Standing in either the DOC or the UCC are more fully set out in Section II.G. of the TFPCOM and Section I.D. of the A2PCOM.

iii. In addition, in the Arizona Region, in order to attain and maintain Ordained Ministerial Partner Standing in the Arizona Region, an Ordained UCC minister who seeks to serve a DOC congregation in Arizona must also do the following:

   a. Contact the Regional Office to set up a meeting with the RCOM.

   b. Prior to the meeting, submit the following information in writing:

      1. A preliminary statement of their understanding of ministry within the DOC, including reasons for the request for Ordained Ministerial Standing with the DOC; the meaning of “church”; the role and authority of ministers and their understanding of DOC history, polity and practices;

      2. Documentation of their Ordination;

      3. Resume or personal information schedule (Form*?);

      4. References from clergy and laity concerning their performance in ministry;

      5. Evidence of present Standing in a UCC Conference or Association.

   c. Successfully complete a regionally approved course of study in the history, polity and practices of the DOC, as evidenced by a certificate.

   d. Appear before the RCOM and demonstrate sufficient knowledge of, and appreciation for, the history, polity, and practices of the DOC, at which time they may be granted access to the DOC Search and Call process, but are not yet granted Ordained Ministerial Partner Standing. Such Standing is only granted when, having met all other requirements, the Ordained UCC minister has been called to an Ordained DOC ministry in the Arizona Region.

      1. To pursue Search and Call, the Ordained UCC minister must request the appropriate Center for Leadership and Ministry, Homeland Ministries forms from the Regional Office.

      2. When the forms and references are completed and submitted to the Center for Leadership and Ministry, they will be processed in the next regular submission to the Regions.
e. In addition to all other requirements, prior to the granting of ordained Ministerial Partner Standing, the Ordained UCC minister must meet the personal qualifications for admission to the Order of Ministry, as set out in Section II.A.2 of the TFPCOM, and agree to adhere to the Ministerial Code of Ethics*.

f. When a call to an Arizona DOC congregation is extended and accepted, the RCOM issues a written statement granting Ordained Ministerial Partner Standing in the DOC. A copy of this statement will be forwarded to the Center for Leadership and Ministry, Homeland Ministries.

g. It is the expectation of the RCOM that this process will be completed within one year.

iv. Once granted, an Ordained UCC minister who holds Ordained Ministerial Partner Standing in the DOC shall relate to the DOC for their primary support in Ordained ministry.

a. They, however, will continue to retain Ordained ministerial Standing in the UCC Association in which the DOC calling body is located.

i. In the event of a disciplinary review, the UCC Association in which the UCC minister’s Ordained ministerial Standing is maintained will be informed and invited to participate in the procedures.

ii. As long as the Ordained UCC minister maintains Ordained Ministerial Partner Standing with the DOC, they will be required to seek and meet the requirements for annual certification of such Standing, on the same terms and conditions as Ordained DOC ministers engaged in active ministry in the Arizona Region.

v. Ordained Ministerial Partner Standing may also be granted to an Ordained minister with Standing in the DOC who has been called to an Ordained ministry setting in the UCC, on such terms and conditions as more fully set out in Section II.G. of the TFPCOM and Section I.D. of the AZPCOM.

a. Once granted, an Ordained DOC minister who holds Ordained Ministerial Partner Standing in the UCC shall relate to the UCC for their primary support in Ordained ministry.

b. They, however, will continue to retain Ordained ministerial Standing in the DOC Region in which the UCC calling body is located. In the event of a disciplinary review, the Region in which the UCC minister’s Ordained ministerial Standing is maintained will be informed and invited to participate in the procedures.

D. Granting of Standing to Persons Ordained in Other Churches

i. Ministers Ordained by other denominations or non-Disciples congregations may be considered for recognition of Ordination and the granting of Standing in the DOC. Provisional or temporary Standing may be granted to individuals
applying for recognition of Ordination by the Region in which they are engaged in ministry or reside.

ii. The minister seeking provisional or temporary Standing in the Arizona Region must do the following:
   a. Contact the Regional Office to set up a meeting with the RCOM.
   b. Prior to the meeting, submit the following information in writing:
      1. A preliminary statement of their understanding of ministry within the DOC, including reasons for the request for Ordained Ministerial Standing with the DOC; the meaning of “church”; the role and authority of ministers and their understanding of DOC history, polity and practices;
      2. Documentation of their Ordination and qualifications for Ordination;
      3. Resume or personal information schedule (Form*?);
      4. References from clergy and laity concerning their performance in ministry;
      5. Evidence of present Standing (or comparable certification) in another denomination or non-Disciples congregation; and
      6. Contact information for appropriate officials of the denomination or congregation from which the applicant transfers.

iii. Upon completion of the above prerequisites, the RCOM will make its decision, taking into consideration the information provided in writing and during interviews, as well as additional information obtained from the following sources:
   a. Consultation with appropriate officials of the denomination or congregation from which the candidate transfers; and
   b. Filing of other appropriate forms with the Arizona Region.

   In addition, the Region may require a criminal background check.

iv. If granted, the minister’s provisional or temporary Standing will be subject to the following course of action, during which their provisional or temporary Standing will be reviewed by the RCOM on an annual basis. This course of action will be for a period of 12 to 18 months (at the discretion of the RCOM) and may include the following:
   a. Assignment of an Ordained DOC minister with Standing in the Arizona Region as a mentor. The mentor’s recommendation will be a part of the data used by the RCOM to determine the applicant’s appropriateness for Standing;
   b. Active participation in a DOC congregation, where feasible;
   c. Directed study, including suggested readings and other continuing education events/experiences;
   d. Interviews with established DOC leaders;
   e. Participation in various national and Regional DOC events, including Assemblies, workshops, etc.;
f. Completion of a regionally approved course of study in the history, polity
and practices of the DOC, as evidenced by a certificate;

g. Completion of the Ministerial Profile* and other appropriate forms; and

h. Completion of an assessment to determine their mental and
psychological fitness for ministry, in general, and Ordination, in
particular.

v. At the end of the period of directed study, a second interview with the
RCOM will be scheduled during which the minister will be asked to share
their experiences, including insights gained and increased knowledge of, and
appreciation for, the history, polity, and practices of the DOC.

a. In addition to satisfactory completion of all the above-noted
prerequisites, including various evaluations, assessments, background
checks and other references, the minister must also meet the following
additional requirements in order for the provisional or temporary
conditions for Standing to be removed:

1. Membership in a recognized DOC congregation;

2. Fulfillment of the prerequisites and preparation, including
educational attainment, for the Order of Ministry;

3. One year minimum service under the supervision or mentoring of
a DOC minister with Standing;

4. Manifesting the personal qualifications for the Order of Ministry
as listed in Section II.A.2. of the TFPCOM; and

5. Commitment to adhere to the Ministerial Code of Ethics of the
Christian Church (Disciples of Christ).

vi. If, based upon its review, the RCOM determines that the minister is qualified
to have the provisional or temporary conditions for Standing removed, the
RCOM will present to the minister a Certificate of Ministerial Recognition to
ministerial Standing in the DOC, along with a DOC ministerial
Standing card.

a. As long as the minister Ordained by another church or non-Disciples
congregation has Standing with the DOC, they will be required to seek
and meet the requirements for annual certification of such Standing, on
the same terms and conditions as Ordained DOC ministers engaged in
active ministry in the Arizona Region.

E. Suspension, Termination, Surrender or Lapse of Ministerial Standing

Subject to the special rules that apply to disciplinary review of those who have
Ordained Ministerial Partner Standing in the DOC or UCC, the following rules will
apply with respect to suspension, termination, surrender or lapse of ministerial
Standing:

i. Review of Standing may be initiated by the minister, the Region, or the
GCOM, when one of the following applies:

a. The minister desires to be released from the practice of ministry;
b. The minister requests transfer of credentials from the DOC to another

denomination or non-Disciples congregation;

c. The minister enters into a full-time non-ministerial occupation and/or no

longer performs the functions of a minister;

d. The minister fails to meet the requirements for annual certification by

the Region or the GCOM;

e. The minister no longer meets the personal qualifications for admission to

the Order of Ministry, as set out in Section II.A.2 of the TFPCOM, or fails
to adhere to the *Ministerial Code of Ethics*.

ii. When initiated by the Region, the review of Standing process will include the

following:

a. Written notice to the minister that Standing is to be reviewed, with the

possibility of suspension or termination;

b. Consultation with, or notification to, such General Offices, as may be

appropriate;

c. A hearing by a committee appointed by the Region or the GCOM;

d. When a review is instituted in relation to a UCC minister holding

Ordained Ministerial Partner Standing in the DOC, the association of the

UCC in which the UCC minister’s Ordained ministerial Standing is

maintained will be informed and invited to participate in the process;

e. When a review is instituted in relation to a DOC minister holding

Ordained Ministerial Partner Standing in the UCC, the Region of the DOC

in which the DOC minister’s Ordained ministerial Standing is maintained,

shall be informed and invited to participate in the process.

iii. When initiated by the minister, the review of Standing process will include

the following:

a. Written notice to the Region that Standing is to be reviewed, with the

possibility of suspension or termination;

b. Consultation by a committee appointed by the Region.

iv. Standing may be granted to a minister whose Standing has been terminated or

suspended by another Region or GCOM only upon the recommendation of the

terminating or suspending body.

v. When a minister surrenders Standing, Standing can be granted again only upon

the recommendation of the body to which Standing was surrendered, assuming

any outstanding allegations of misconduct have been addressed.

vi. When a minister’s Standing has lapsed, Standing may only be granted after

consultation with the body where the Standing was previously held.

Additional policies and procedures relating to review of Standing, including the

investigation and adjudication of suspected ministerial misconduct, the outcome of

which may affect ministerial Standing, are set out in Attachment D (as it may be

amended from time to time) to the AZPCOM.
II. Current Regional Forms and Informational Materials Relating to Standing*

A. Annual Ministerial Standing Form

B. Ministerial Record Form

C. 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 version, please check with the Regional Office or Regional Office website:

www.azdisciples.org/