**Oversight Leader’s Coversheet for Credentials Committee**

**Virginia Mennonite Conference**

**1. Candidate’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2. Current Congregational Membership: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3. District/Cluster accepting candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Oversight leader seeking credentialing change: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4. Ministerial Role Under Consideration** (check the applicable box).

* Congregational Ministry
* Mission Assignment
* Special Ministry

**At what congregation/organization? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Position/Title?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**If a candidate is being considered for licensing (LTO, LSM) or transfer of credentials, please clarify the timing of the search process (Please mark all that apply):**

**Candidate has met with Search Committee Date\_\_\_\_\_\_\_\_\_\_\_**

**Candidate has been introduced to congregation Date\_\_\_\_\_\_\_\_\_\_\_**

**Congregational vote scheduled Date\_\_\_\_\_\_\_\_\_\_\_**

**Projected employment start date Date\_\_\_\_\_\_\_\_\_\_\_**

**NOTE: The Conference office needs to be notified of all transfers from other Conferences, so that a transfer of credentials can be requested.**

**5. Credentials Requested (check the applicable box):**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | LTO (license toward ordination) |  |  | OAW (Ordination: active without charge) |
|  | LAO (active overseas ministry |  |  | OIN (ordination inactive-left or inactive for more than 3 years) |
|  | LSM (license for special ministry |  |  | ORE (ordination retired) |
|  | OAC (ordination active) |  |  | OPR (ordination on probation) |
|  | ODE (Ordination deceased) |  |  | OSU (ordination suspended) |
|  | OSM (ordination special ministries) |  |  | OWI (ordination withdrawn - nondisciplinary) |
|  | OAO (Ordination overseas) |  |  | OTE (ordination terminated (disciplinary) |

**6a Provide oversight leader’s assessment of the six competencies for ministerial credentials. Specify where the competencies [a) Mennonite seminary, b) other than Mennonite seminary, c) compatible education experience, e.g. Stephens ministries and/or other education from an educational provider, or d) basic knowledge). Please check the appropriate box.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **MC USA** | **Education Attained** | | | |
|
| **Core Competencies** | **a) Menno Seminary** | **b) Other than**  **Menno Seminary** | **c) Compatible educ. experiences** | **d) Basic**  **Knowledge** |
| Biblical story |  |  |  |  |
| Anabaptist Menno history &  theology |  |  |  |  |
| Christian spirituality/ discipleship |  |  |  |  |
| Self-awareness & emotional health |  |  |  |  |
| Contextual awareness & missional engagement |  |  |  |  |
| Leadership |  |  |  |  |
| \*Pastoral Ethics |  |  |  |  |

**\*Not a MC USA identified core competency**

**6.b. As the oversight leader, please evaluate the candidate’s skill level for each competency below by checking the applicable box:**

|  |  |  |
| --- | --- | --- |
|  | **Oversight Leader's Evaluation of Training** | |
|  | **Growth Area** | **Satisfied** |
| Biblical story |  |  |
| Anabaptist Menno history &  theology |  |  |
| Christian spirituality/ discipleship |  |  |
| Self-awareness & emotional health |  |  |
| Contextual awareness & missional engagement |  |  |
| Leadership |  |  |
| \*Pastoral Ethics |  |  |

**\*Not a MC USA identified core competency**

**7. It is important that the Oversight Leader review and/or discuss the topics documents listed below with the candidate. Please identify the date on which you did so. Candidates for ordination may skip to section 8.**

Date Completed

* 1. *Confession of Faith in A Mennonite Perspective* \_\_\_\_\_\_\_\_\_\_\_\_\_\_
  2. *A Shared Understanding of Church Leadership* \_\_\_\_\_\_\_\_\_\_\_\_\_\_
  3. VMC *Leadership Handbook* review \_\_\_\_\_\_\_\_\_\_\_\_\_\_
  4. Financial viability of personal finances \_\_\_\_\_\_\_\_\_\_\_\_\_\_
  5. Ethical expectations for a minister \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**8. If candidate is being considered for Ordination (OAC or OSM), please clarify the steps that have been taken toward the ordination process and the date on which the step was completed (Source: *A Shared Understanding of Church Leadership,* working copy). NOTE: two years of experience in a Mennonite setting is recommended for a person moving from licensure to ordination**.

**Please attach the following to the “oversight leader’s cover sheet”:**

* A letter of request from the candidate’s congregation for the person to be ordained, including a brief report of the discernment process.

Date:

* A statement by the candidate concerning the meaning of ordination, and its privileges and responsibilities.

Date:

* A written report and statement of support from the District Minister (candidates in specialized ministry need to attach a written statement from their organization)

Date:

* If a MLI is needed, Conference office staff will request it from MC USA. If the one on file is more than three years old, an updated or new MLI will be requested. If the MLI is to be updated, the candidate should stop by the VMC office to request their MLI for updating. This must be done at the VMC office as MLI will not be released to leave the premises

**9. Please provide any additional comments regarding your understanding of this candidate’s call to the role and/or status change under consideration.**

**To begin the process, please forward this form to:**

[Anieta.mccracken@virginiaconference.org](mailto:Anieta.mccracken@virginiaconference.org)

Revised: April 21, 2017 at FLC recommendation