



East Central District Committee on Ordained Ministry

2010 GUIDELINES FOR CANDIDATES SEEKING RECOMMENDATION TO THE CONFERENCE BOARD AS A FULL TIME LOCAL PASTOR

Certified candidates seeking Local Pastor status must first meet with the East Central District Committee on Ordained Ministry (EC DCOM) and be recommended by that committee to the Conference Board of Ordained Ministry. These guidelines provide information and instructions about that process.

1. Contact the DCOM Registrar and request an interview date. An appointment in March, April, or May is recommended. (Call in January or February to make sure your preferred date is available.)
2. Request an application packet from the Conference Board of Ordained Ministry Registrar. (Email Winnie Dean at wdean@flumc.org.) Request this packet in January of the year you wish to apply. The Conference application deadline is October 1.
3. Complete the application forms and paperwork and send the following material to the DCOM Registrar.
 - Send one printed copy of the application form, financial statement, medical form, legal record form, PDI, and contingency reports (if any).
 - Send one printed copy or one email copy of your Proclamation, Leadership, Theology, and Personal Growth paperwork.
 - Send six copies of your sermon DVD or video.
 - If you are enrolled in seminary, have the school send a copy of your most recent transcript.
 - The material is due three weeks before the date of your interview.
 - NOTE: The recommendation forms are sent directly to the Conference Board, not to the DCOM.
4. As you prepare your material, please carefully read and follow the instructions listed below. (These are required by the Conference Board.)
 - Keep the Proclamation, Leadership, Theology, and Personal Growth sections separate.
 - List the question before each answer.
 - Use a 12 point print font and double-space your answers.
 - Include on each page: your name - section number & name - question number - page number.
Example: Mary Doe V. Leadership #6 Page 12
 - Be sure to document any sources.
 - Paperclip each section of the application packet together instead of stapling.
 - Put your name on each DVD/video you send.
 - Have your Candidacy Mentor review your answers before submitting them.

If you have questions or need further information, please call or email the DCOM Registrar.

Rev. Sharon M. Dey, Registrar
East Central DCOM
1000 Old Tomoka Road
Ormond Beach FL 32174

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(386) 672-6722 ext *826 (O)
(386) 671-05767 (H)

January, 2010