



The Call Process in the Presbytery of Santa Fe

This document is to give churches a detailed view of the Call Process, particularly for churches in the Presbytery of Santa Fe, that is outlined in the *On Calling Pastor* resource.

Discerning a call is not a one-size-fits-all process, and so the options outlined in this document are suggestions for how churches can move forward in this process. Regardless of the option chosen, it is important for the Session and Pastor Nominating Committee to communicate with one another and inform the Presbytery's Commission on Ministry on the church's chosen process.

Overview of the two Processes:

Session Driven: The Session takes the lead on engaging the congregation in a discernment process to discover or reconfirm its call to ministry. The Session (or a subcommittee of the session) creates the job description and writes the Ministry Information Form. The Session assesses and makes all decisions that will financially impact the church. The PNC's main responsibility is to identify and connect with potential candidates.

PNC Heavy: The PNC is elected early on to manage all aspects of the search process. The PNC engages the congregation in the discernment process, writes the job description and Ministry Information Form, and identifies potential candidates. The Session is brought into the process at various stages for approval and most importantly must be consulted with all financially related decisions.

**Note:* COM may recommend that a church initiate an interim search process, especially if a church needs to do a full discernment and mission study. An interim minister serves a church while it searches for its next called pastor, often for a couple of years. The interim process may require an Interim MIF be written, a CLC match process, interviews, background checks, etc. In essence, the church will go through some of this process twice with the exception of the Mission Study.

Session Driven

PNC Heavy

Session plans for the transition (pulpit supply, temporary contract, or initiate interim search*)

Session confers with COM about the Mission Study and conducts the Mission Study as required

Session discerns the leadership needs and assesses the financial capability of the congregation

Session writes and approves the MIF. Once approved, submit to Presbytery and CLC

Session authorize a congregational meeting to elect a PNC

PNC defines a search process and reviews PIFs

PNC conducts interviews and checks references

PNC submits top nominees to Presbytery for background checks

PNC selects a nominee and extends a call. Presbytery conducts fit interview.

PNC and Session negotiate Terms of Call. Submit Terms of Call to COM for approval.

Session authorize a congregational meeting to elect the Pastor

Session plans for the transition (pulpit supply, temporary contract, or initiate interim search*)

Session authorize a congregational meeting to elect a PNC

PNC confers with COM about the Mission Study and conducts the Mission Study as required

PNC reports results of the Mission Study to the Session.

Session discerns the leadership needs and assesses the financial capability of the congregation

PNC writes the MIF and submits to the Session for approval. Then submits to Presbytery and CLC

PNC conducts interviews and checks references

PNC submits top nominees to Presbytery for background checks

PNC selects a nominee and extends a call. Presbytery conducts fit interview.

PNC and Session negotiate Terms of Call. Submit Terms of Call to COM for approval

Session authorizes a congregational meeting to elect the Pastor