

Reynolds Institute

*Center for Candidate
Assessment*

Handbook

**Candidates for
District Minister's License**

2007

Reynolds Institute

Center for Candidate Assessment
**Assessment Center Handbook for
Candidates for District Minister’s License**

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Reynolds Institute

for Pastoral Education and Development

New England District Church of the Nazarene
Assessment Center

Dear Pastor:

Thank you for taking the time to read through the following information on Candidate Assessment. Communication is the key in assisting your young men and women in these beginning steps toward ordination. In the following pages you will find information that we hope will strengthen the process of giving and receiving a Local license, moving then to a District license, and ultimately to Ordination.

The Assessment Weekend is set for September 21, 22 and 23, 2007 and is a requirement for each Local Licensed Minister who desires to apply for a District Minister's license this year.

For an applicant to attend the Assessment Weekend they will need to participate in the pre-testing at 1:00 pm on Saturday afternoon, immediately following the closing session of District Assembly, May 26, 2007. The inventories they take that day include: Spiritual Gifts, Personality Profile, Pastoral Perceiver, and the Myers-Briggs Temperament Analysis. There is also a Spiritual Formation paper, a Praxis Inventory and Recommendations, which are to be completed **PRIOR** to and **SUBMITTED** on the day of testing.

Registration forms are available through the District Office, from me, or on the web at: www.Reynoldsinstitute.org, click on the "Candidate Assessment" tab.

Please share this information with any possible candidate(s) in your church who you expect to be applying for a District license for the first time. Please make a copy of the packet materials for them. Please do not assume that they will go to the web site or receive the information in some other manner.

It is our prayer that your candidate(s) will be strengthened, equipped, and challenged by this process as they grow in the understanding of God's Call on his/her lives!

In Christ!



John White
Director, Center for Assessment

Reynolds Institute

for Pastoral Education and Development

New England District Church of the Nazarene
Assessment Center

Dear Candidate:

This is an exciting time in your life! For some a new beginning, for others, the fulfillment of a life-long dream. For each of you, however, this is an incredibly important next step in your preparation for Ministry.

Within these pages you will find virtually all the information to take that step. Some of it will be easy; some will take effort, time and a great deal of prayer. Everything contained herein is important and needs to be dealt with. A part of your preparation for Ministry is the necessity of completing tasks, meeting dead-lines and being accountable to your call to be a Pastor.

The Apostle Paul writes to Titus about some of the “qualifications” for being a Pastor:
An elder must be well thought of for his good life. He must be faithful to his wife, An elder must live a blameless life because he is God’s minister.... He must live wisely and be fair. He must live a devout and disciplined life. He must have a strong and steadfast belief in the trustworthy message he was taught;...Titus 1:6-9 NLT

The phrase: *He must live a devout and disciplined life...* speaks particularly to me about this journey you are about to enter. We have all heard the colloquialism that “actions speak louder than words.” There is an element of truth in that. The actions you take, or fail to take, through this process will speak for your call and commitment to Christian leadership.

My prayer for you is that you will enjoy the journey! That you will come to the end of this part of the journey and, looking back, say it was worth the effort! That you will embark on the next phase of the journey and be aware that this prepared you for it! That, following the weekend you can say “I’ve got a Church Family on the New England District who believe in me and have given of their time and love to see me succeed!”

I challenge you to not only succeed, but to love it! I challenge you to make a difference for the Kingdom! I challenge you to create ministry in the 21st Century that will transform lives for Jesus Christ!

In Christ,



John White,
Director, Center for Assessment

Reynolds Institute

Assessment Center

Statement of Purpose

The purpose of the Assessment Center is to aid the Reynolds Institute and the Ministerial Credentials Board in identifying the process needed for a ministerial candidate to prepare for pastoral ministry. It is also to aid the candidate in his/her self awareness and preparedness for pastoral ministry.

The Assessment Center will implement testing, evaluations and interviews with each candidate. This information will be used to help the institute formulate the steps for ministry preparedness for each candidate.

- Spiritual Gifts
- Myers Briggs
- Pastoral Perceiver
- Personal References
- Recommendation of the local church

The areas of self awareness and preparedness that the Assessment Center will focus on are:

- The spiritual formation of the candidate.
- The emotional health of the candidate.
- The candidate's understanding and acceptance of the seriousness and responsibility of the call of God to the pastoral ministry.
- The areas of ministerial skills that a candidate must have and continue to develop.
- The expectations of the Church of the Nazarene for those called to pastoral ministry in the Church of the Nazarene.

The perpetuity and efficiency of the Church of the Nazarene depend largely upon the spiritual qualifications, the character, and the manner of life of its ministers. (MANUAL, P. 401)

**New England District
Board of Ministerial Credentials**
Policy Statement

Assessment Center

1. All persons who apply the first time for a District Minister's License will be required to attend the Assessment Center prior to their interview by the board of Ministerial Credentials for consideration of their request for a District Minister's License.

2. District Licensed Ministers who transfer to New England will be required to attend the Assessment Center.

3. Individuals who choose not to renew their District Minister's License and later request reinstatement of their License shall be required to attend the Assessment Center prior to the issuing of a new License.

4. Any person whose District Minister's License is not renewed due to failure to meet the Manual requirements for renewal and who in a succeeding year applies for a District Minister's License shall be required to attend the Assessment Center.

5. The Board of Ministerial Credentials reserves the right to request any individual to attend the Assessment Center, although prior Assessment experience may exempt a person from New England District's requirement.

4-1-05

The Reynolds Institute Assessment Weekend

Preparation

- ★ All applicants for a district license **must attend** the Assessment Weekend.

The Candidate:

- Verifies the call of God - has reviewed self-examination questions in the “Handbook for Those Exploring a Call to Ordained Ministry.”
- Has a supportive relationship with his/her Pastor.
- Currently holds a Local License and has been licensed for at minimum of one year with annual renewal(s) of license by the Church Board.
- Has been recommended by vote of the Church Board for Assessment and for a District License.
- Has read and understands the sections of the *Manual* pertaining to Ordination - “Call and Qualifications of the Minister” (400- 401.5) and “The Licensed Minister”(427-427.10).
- Submitted the Registration for the Assessment Week end by May 21, 2007, with a deposit of \$165.00, check made payable to Reynolds Institute.

Preparation for the Assessment Week end:

- Attend the district testing day [with spouse attending as well, if at all possible] on the Saturday afternoon May 26, at 1:00 pm following the District Assembly.
- All of the following **must be completed** and submitted by the district test day (the Saturday afternoon following the District Assembly):
 - ▶ Praxis Inventories (pp. 7-12)
 - ▶ Spiritual Autobiography (p.14)
 - ▶ Spiritual Disciplines and Practices Inventory (p. 15)
 - ▶ Two personal references (p. 17)
- Take Myers Briggs, Spiritual Gifts, Pastoral Perceiver on the test day.
- Records/transcripts have been sent to and received by the Secretary of the Ministerial Studies Board [Rev. Rebecca H. Turcott, 5 Saint Laurent St., Nashua, NH 03060]

The total cost for all tests, inventories, police check, Assessment Weekend, and other related material is \$330. A \$165. deposit is to be paid at the time of registration. The balance is due by August 1st. * The cost includes Spouses participation in the test day and the Assessment Week end. The \$165.00 balance should be sent to:

Melissa Andrew, 57 Maplewood Dr., Townsend, MA 01469

Checks are to be made payable to Reynolds Institute.

* Any exception to the payments outlined above must be approved by and payment schedule agreed to by the Reynolds Institute Treasurer, Melissa Andrew.

Center for Praxis

Please complete and hand in on test day.

Assessment for Practical Ministry: A complete educational resume as well as a copy of your Spiritual Autobiography must accompany this form. You may photocopy the materials prepared for other Centers (such as Spiritual Formation) and attach them to these pages. Transcripts are not necessary for Praxis purpose; an outline of schools attended, credentials earned and dates attended is sufficient.

Name _____ Age _____ Birthday _____

Address _____

City _____ State _____ Zip _____ Home Phone _____

Current Employment _____ Work Phone _____

Email Address _____ Church member since _____ Where? _____

Marital Status _____ Spouse's Name _____ Anniversary _____

Children (Ages): _____

Record of Professional Ministry Service (begin with most recent)

Dates/Duration Name of Church/Address/Supervisor, if applicable Title/*Function*

1.		
----	--	--

2.		
----	--	--

3.		
----	--	--

4.		
----	--	--

Record of Church Attendance (List in order, beginning with current church))

Dates	Name of Church	Address	Senior Pastor/Phone #

Ministries	Duration	If discontinued, Reason:
1.		
2.		
3.		
4.		
5.		

Dates	Name of Church	Address	Senior Pastor

Ministries	Duration	If discontinued, Reason:
1.		
2.		
3.		
4.		
5.		

Dates	Name of Church	Address	Senior Pastor

Ministries	Duration	If discontinued, Reason:
1.		
2.		
3.		
4.		
5.		

Additional
Comments:

.....

Please answer the following as accurately as possible:

1. How many funeral/memorial services have you attended? _____
2. How many funeral/memorial services have you attended since you received your call? _____
3. How many funeral services have you conducted? _____
4. In how many funeral services have you participated? _____
5. Check all that apply: _____ Have you ever written a eulogy?

Have you ever conducted a funeral/memorial service in the following situation:

_____ Funeral of a child	_____ Funeral of a relative
_____ Funeral of unborn child	_____ Funeral of a teenager
_____ Funeral of person committing suicide	_____ Funeral of an AIDS Victim
_____ Funeral of a Senior Citizen	_____ Funeral of a prominent citizen
_____ Funeral of a Veteran	_____ Funeral of a non-believer
6. How many times have you organized and carried out a baptismal service . . .

For adults _____? For Infants _____?
7. Do you believe infants should be baptized? Why or why not? _____
8. Have you ever performed an infant dedication? _____ How many times? _____
9. Have you ever made a Hospital call as a representative of the church? _____ How often? _____
10. Have you ever visited a person in the hospital who was not related to you? _____
11. Have you ever been inside an intensive care unit? _____ a hospital morgue? _____
12. Have you ever visited a non-relative inside a nursing home or rehabilitation center? _____
13. Have you ever assisted in serving the Lord's Supper? _____ How often? _____
14. Have you ever presided over a service where the Lord's Supper was served (by you)? _____
15. How often do you think a church fellowship should receive communion? _____
16. When (and where) was the last time you received communion? _____
17. Have you ever been involved in a wedding service other than your own? _____ How many? _____
18. Have you ever solemnized a wedding? _____ How many? _____
19. If you are married, did you have premarital counseling before your wedding? _____
20. Have you given premarital counseling to any couples before they were married? _____ How often? _____
21. What material did you use, if you answered #20 YES? _____
22. Have you ever been in a church where a church trial was held? _____

23. Have you ever seen a church trial _____ or been involved in one? _____
24. Have you ever served on a Church Board? Describe _____
25. Have you ever held any Church Board Offices? Describe _____
26. Have you ever run any Church Board Meetings? _____ How many? _____
27. Did you draw up advance agendas for those meetings? _____
28. Have you ever been involved in preparing a budget for a local church? _____ How often? _____
29. Have you ever filled out an annual pastor's report for the Nazarene denomination? _____ How many? _____
30. What are the four basic funds (budgets) every Nazarene church seeks to pay? (1) _____
 (2) _____ (3) _____ (4) _____.
31. Are you familiar with Robert's Rules of Order? _____ How familiar: (Check one)
 _____ I have a good knowledge of the rules and am very comfortable using them to run a meeting.
 _____ I have some knowledge, but am rusty. Would be uncomfortable running a meeting with them.
 _____ I have enough knowledge to be on the committee, but not enough to run it.
 _____ I have heard of the rules, but am not familiar with their use.
32. Have you ever taken the minutes of a meeting? _____ How often? _____
33. Have you ever managed the money of a group or committee? _____ How often? _____
34. What is the size of the largest budget you have ever been responsible for? _____
35. Have you ever created a budget for any group? _____ If yes, whom and when? _____

36. Describe the most successful ministry assignment over which you had direct leadership:

37. Have you ever served as a Youth Ministry Leader? _____ If Yes, describe your experience:

38. Have you ever served as an Adult Sunday School teacher? _____ If Yes, describe your most recent experience:

39. Have you ever served as a Children's Sunday School teacher? _____ If Yes, describe your most recent experience:

40. Have you ever served as a Missionary Society President or Sunday School Superintendent? _____ If Yes, describe your experience:

41. How many times have you preached? _____ In what settings? (List up to five):

42. Have you ever lead a worship service? _____ How often and in what capacity?

43. Have you ever created a worship service (Planned and organized)? _____ How often? _____ Describe:

44. Have you ever directed a VBS, Children's Emphasis, Choir or Drama Performance, Special Sunday Observance or other special event? _____ Describe briefly:

45. Have you ever conducted a membership class? Describe the class:

Please evaluate how you feel about your ability to lead the following items:

	Very Confident	Confident	Cautious	Uncertain
1. Vacation Bible School	4	3	2	1
2. Board Meeting	4	3	2	1
3. Music in worship	4	3	2	1
4. Prayer Meeting	4	3	2	1
5. Wedding	4	3	2	1
6. Funeral	4	3	2	1
7. Baptism	4	3	2	1
8. Dedication	4	3	2	1
9. Teen Sunday School Class	4	3	2	1
10. Lord's Supper	4	3	2	1
11. Preaching/twice weekly	4	3	2	1
12. Church Budget Creation	4	3	2	1
13. Church Trial	4	3	2	1
14. Hospital Visitation	4	3	2	1
15. Fund Raising	4	3	2	1
16. Personal Evangelism Call	4	3	2	1
17. Children's Sunday School Class	4	3	2	1
18. Membership Class	4	3	2	1

A. Are there any areas of ministry that strike fear in your heart?

B. Have you ever taken any formal training in personal evangelism? If so, which format?

C. How often have you shared the gospel with a non-Christian in the past two years?

D. Do you tithe 10% of your household income? Where specifically do you send you tithe?

E. Please list any other experiences that you have had that you believe help prepare you for pastoral ministry:

**Minimum Competence Levels for Ordination = Requirements for Praxis
Completion**

ITEM	Evaluation		Requirements		Completion
	1	2	Date	Date	
Baptism	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Perform one adult baptism				(Date)
	[] Perform one infant dedication.				(Date)
Communion	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Lead one communion service; participate in preparation.				(Date)
Wedding	1	2	1	2	WHICH TRACK? _____
	Theory	Practice	How?		
Requirements:	[] Assist in one wedding; be involved in counseling, service creation, rehearsal organization, and service.				(Date)
Funeral	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Participate in one funeral service. Be involved in as much of the process as possible.				(Date)
	[] Interview One Funeral Director.				(Date)
Visitation	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Make 20-30 Pastoral Calls, half in homes, half by phone (Diverse in scope and nature)				(Date)
	[] Make 10-15 Hospital Calls.				(Date)
Finance	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] If pastoring, develop a church budget. Include theoretical budget development in Praxis Course.				(Date)
	[] Review monthly financial reports with a particular pastor.				(Date)
	[] Demonstrate that you tithe.				(Date)
Administration	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Elder track: Attend 12 board meetings.; Other tracks: Attend 6 board meetings.				
	Attendance at one of each of these meetings: [] Local Church Annual Meeting, [] Nominating Committee Meeting, [] Finance Committee Meeting, [] District Assembly, Committee Meetings for [] NYI,				
	[] NWMS, [] SSM. We also strongly suggest each person attend one week of camp.				(Date)
Worship Leading	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Create, organize and lead 6 worship services. Seek diversity of style and emphasis.				(Date)
Personal Evangelism	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Having been trained in P.E., report on at least five of ten attempts to share the gospel personally.				
Preaching	1	2	1	2	WHICH TRACK? _____
	Theory	Practice	How?		
Requirements: Elders:	[] Preach at least 12 sermons in worship services. 4 must be evaluated by a supervisor.				(Date)
Ministry Leadership	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Follow through on a specific supervised ministry assignment for at least one full year. Where possible, attend one leadership seminar.				(Date)
Membership	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Teach a membership class; participate in the ritual of reception of members where possible.				(Date)
Pastoral Counseling	1	2	1	2	
	Theory	Practice	How?		
Requirements:	[] Discuss the role of counseling in the ministry with a particular pastor.				(Date)
	[] Attempt to observe 6 counseling-type appointments.				(Date)

Name _____ Date of Evaluation _____ Initial evaluator _____

DO NOT Fill Out Or Submit This Page. It is provided for your records only.

Reynolds Institute

Center for Spiritual Formation

Purpose

The spiritual formation component of the assessment process provides ministerial candidates with the opportunity to:

1. Articulate an understanding of and response to the call to be conformed to the image of Christ.
2. Take inventory of and evaluate specific spiritual disciplines and practices.
3. Discuss with Center staff spiritual challenges, obstacles, and resistances.
4. Receive spiritual guidance.

To be Completed by and Submitted on the District Assembly Test Day

In order to take advantage of the opportunities described above, candidates must bring the following items with them to the Reynolds Institute Test Day at District Assembly:

- 1. Spiritual Autobiography (directions below)
- 2. Spiritual Formation Ministry Philosophy Statement (directions on p. 15)
- 3. Checklist of Spiritual Disciplines and Practices (directions on p. 15, form on p.16)
- 4. References (directions and form on p. 17)

1. Spiritual Autobiography

Write a personal narrative of your spiritual journey by responding to the following questions in a typewritten document. These questions are designed to guide your writing, but should not preclude you from including other relevant material. A spiritual autobiography should demonstrate careful reflection on your own faith development process.

- Write about your earliest memories on your faith journey. Did you come from a Christian home? What contributions and/or hindrances did your family members make on your spiritual development? Who first helped shaped your view of God?
- Write about other significant influences, e.g., church people, church life itself. Have you experienced a variety of religious traditions or have you always been in the Church of the Nazarene? Who have been the important spiritual role models in your life as you have matured? What authors have influenced you the most and what do you read for spiritual nurture?
- How has your faith changed/grown? With what issues or in what areas have you struggled? Discuss ways in which the church has been helpful and/or hurtful to you in your Christian journey. What have been important experiences and/or crises?
- How have you learned to incorporate discipline and accountability into your life (e.g., in your finances, your education, your professional work, your physical health)? What spiritual practices shape your spiritual life and how do you connect with others in these disciplines? If married, how would you characterize the spiritual relationship (including the shared practices) you have with your spouse?

- What areas of your life do you sense God leading you to work on this next year? What resources would be helpful?

2. Spiritual Formation Ministry Philosophy Statement

Write a brief essay (2-3 typewritten pages) in response to the following question: *Spiritual formation is the process by which a person is 'conformed into the image of Christ.'* As a pastor or staff member of a congregation, how would you develop this process in the lives of your people?

3. Checklist of Spiritual Disciplines and Practices (submit a copy of completed form, pp. 16-17 on the Test Day)

Spiritual formation, like any other area of our lives, requires intentional effort on our part to achieve strength and maturity. The athlete exercises, the musician rehearses, and the student studies. Likewise, the Christian must practice spiritual disciplines if he or she expects to be “rooted and established in love...and filled to the measure of all the fullness of God.” (Eph. 3:17-19) Different Christians may practice spiritual disciplines to different degrees and in different combinations at different points in their lives but conscientious, intentional participation in these disciplines on an ongoing basis is essential for our spiritual growth. Many of the classic spiritual disciplines are listed below.

Please check the boxes that most accurately represent your current practice of each of the disciplines. As is the case with athletes, musicians and students who require a teacher or coach to reach their maximum potential so the Assessment process is one way in the area of spiritual formation for you to receive this kind of mentoring. Dialogue with the Center for Spiritual Formation Staff will help you to assess the strengths and weaknesses of your practice of the spiritual disciplines so that you can continue to be equipped spiritually for the work to which God has called you.

Reynolds Institute Center for Spiritual Formation

Checklist of Spiritual Disciplines and Practices

Your Name: _____

For each statement, check the one (1) box that best describes your current practice:

I practice some form of personal prayer or meditation

less than weekly *at least weekly* *2-3 times per week* *daily*

I pray with other Christians

less than weekly *at least weekly* *2-3 times per week* *daily*

I read my Bible devotionally

less than weekly *at least weekly* *2-3 times per week* *daily*

I read spiritual writings (other than the Bible)

less than weekly *at least weekly* *2-3 times per week* *daily*

I do an in depth study of the Scriptures

less than weekly *at least weekly* *2-3 times per week* *daily*

I spend time by myself in quiet solitude or silence

less than weekly *at least weekly* *2-3 times per week* *daily*

I fast or engage in other deliberate acts to simplify my life from overdependence on material things

never or rarely *at least monthly* *at least weekly*

I keep a personal journal of my thoughts, feelings, and prayers

never or rarely *at least monthly* *at least weekly*

I contribute from my financial resources through

tithing *offerings* *tithes and offerings* *no regular giving*

I participate in the ministry of my local church

occasionally *at least monthly* *at least weekly*

I engage in some form of ministry or service to the poor & needy in my world

never or rarely *at least monthly* *at least weekly*

I attend a worship service(s) in a local church

never or rarely *at least monthly* *at least weekly*

I practice "sabbath" as a period set aside for rest and renewal

never or rarely *at least monthly* *at least weekly*

I receive spiritual direction from a spiritual guide or mentor

never or rarely *at least monthly* *at least weekly*

I participate in a small group where I can share, seek guidance, and be held accountable for growth

never or rarely *at least monthly* *at least weekly*

I enjoy social interaction (fellowship and celebration) with brothers and sisters in Christ

- never or rarely* *at least monthly* *at least weekly*

I engage in a personal care practice that builds my physical, mental, and/or emotional life

- never or rarely* *at least monthly* *at least weekly*

List any other disciplines or practices that you regularly practice: _____

References

Provide the names and contact information of three (3) individuals who know you well enough to comment on your spiritual life as it is expressed in your personal lifestyle, family life, community involvement, work setting, and/or church ministry. Each will be contacted by members of the Center for Spiritual Formation staff for a reference:

#1: Name _____ Address _____
_____ Phone _____ Email _____

#2: Name _____ Address _____
_____ Phone _____ Email _____

#3: Name _____ Address _____
_____ Phone _____ Email _____

Reynolds Institute
Assessment Center
"Charge to Candidates"

Historically Christians have believed that it is God who calls men and women into ministry and it is obedience to that call that leads people to make personal commitments to the pastoral office. We affirm that the call to ministry is of God and not of man. We affirm that the church is God's creation and that the call to ministry is God's call. The invitation is of God and from God. Ministry is response to God's divine call upon the life of one who is fully committed to Him.

The church is God's creation and the avenue through which the office of pastoral ministry is conducted. The church is charged with the responsibility of affirming and confirming the call that God places upon the lives of men and women. It is the church which provides opportunities for those who are called to use their gifts to extend the borders of the Kingdom.

Today you begin the long journey of preparation to answer the call that God has placed upon your life. There will be times when the call to ministry is very strong and pulses within your heart and there will be times when the call seems distant. Be encouraged that God has called you. Never fail to respond to His divine initiatives.

As a "steward of the divine mysteries" you are being called to be a shepherd of the souls for whom Christ died. With ingleness of purpose you must glorify God in your conduct and character. Ministry properly conducted is an outward sign of an inward grace. As you prepare for ministry consider the privileges and responsibilities associated with shepherding. You must be presently convinced that the ordained ministry is the best way to fulfill your call from God. Consider the following:

Ministry goes beyond the *Transference of Knowledge* it is *Teaching*. One must be able to communicate Christian teaching in a "tolerant and gentle" yet disciplined way. II Timothy 2:23-25. Yours is not to simply communicate facts, you are to incarnate the truth of the Gospel. People will look to you for answers, resist the temptation to answer them in your own strength. Learn to point them to Jesus as the hope of glory. You will have the privilege of instructing men and women in the faith. Be responsible.

Ministry goes beyond the *Retelling of the Story* it is *Preaching*. *"I give you this charge: Preach the Word; be prepared in season and out of season; correct, rebuke and encourage-with great patience and careful instruction."* You must learn to plumb the depths of God's Word so that you can preach the Word of God with conviction. Today's culture does not need another voice, the Church of the Nazarene needs to hear the voice of God. Preaching will be a significant component of your ministry. Don't be tempted to take shortcuts in your preparation. People are hungry for the Word. Prepare it well, serve it well and call for people to make decisions for Christ. Remember, you are handling the Word of God. Be responsible.

Ministry goes beyond the *Skillful Response* It is *Individual Pastoral Care*. Be an example to believers "In speech and behavior, in love, fidelity, and purity" I Timothy 4:12. God will entrust sheep to your care in the days ahead. Learn to be a good shepherd by spending time with the shepherd of your soul. Learn to take your flock to places of nourishment and strength. You are called to be an "ambassador of Christ, an envoy from the King of heaven. Take the role of a servant and learn to wash people's feet. Be an encouragement to those who grieve, share words of joy with those who celebrate and offer hope to those in despair. From the cradle to the grave you will have the responsibility to care for the souls of men and women. Be responsible.

Ministry is beyond the *Manipulation of Structures* it is *Organization*. The Scripture says, to be "ready for any honorable form of work" Titus 3:1 Organization is a significant component of any effective ministry. It will require you to hone your skills and to recognize the high trust placed in you. You will be required to discharge your duties with a sense of decorum and expertise. Allow this to be an area that reflects your complete dependence upon God. You are an overseer of the church of God. The church was bought with the blood of Jesus. Be responsible.

Ministry goes beyond the *Protective Ritual* it is *Celebrating*. You will be called upon to "Make full proof of thy ministry." Celebrating the completed work of Christ will bring joy to both you and the congregation that you serve. Spend adequate times in personal preparation before you attempt to lead.

REYNOLDS INSTITUTE

Ministerial Candidate - Assessment Weekend

Registration

Statement of Purpose: To aid the Reynolds Institute and the Ministerial Credentials Board in identifying the process needed for a ministerial candidate to prepare for pastoral ministry. It is also to aid the candidate in his/her self-awareness and preparedness for pastoral ministry.

Pre-Assessment Testing to be held at ENC on Saturday, May 27, 2006 1:00 pm following the District Assembly

Windsor Hills Camp - September 21-23, 2007

- ◆ Registration deadline is May 22nd
- ◆ Checklist must be completed by date of testing
- ◆ Enter with an open heart
- ◆ Must attend whole weekend
- ◆ Dress for the weekend is casual. Be prepared for Autumn temperatures.
- ◆ Bring your Bible.

Cost: \$330.00 per person (Includes Spouse). Includes: Meals, 2 nights lodging, all related materials. \$165.00 deposit to be included with this registration.*

Registration is to be sent to the
Director, Center for Assessment
Rev. W. John White
33Staniels Rd.
Loudon, NH 03307

Balance of \$165.00 to be paid by August 1st*
Melissa Andrew
57 Maplewood Dr.
Townsend, MA 01469.
Checks payable to - Reynolds Institute

Note to Pastors and Church Boards: Churches are encouraged to pay the registration fee whenever possible.

* Any exception to the payments outlined above must be approved by and payment schedule agreed to by the Reynolds Institute Treasurer, Melissa Andrew.

Please complete the form on the following page

Assessment Center Registration Form

Candidate Information

Your Name: _____

Spouses Name: _____

Address: _____

Phone Number: _____

E-mail Address: _____

Local Church: _____

Candidate's Signature

Recommendation by the Church Board

The Church Board of the _____ Church has recommended
_____ for attendance at the 2007 Assessment.

Pastor

Church Board Secretary

Recommendation for A District License

The recommendation by the Church Board for a District License is attached.

Church Board Interview Guidelines for Local or District Minister's License

One of the more serious considerations for a local church board is the interview of a man or woman who senses a call to pastoral ministry. Your interview should be prayerful, careful and thorough. It is your responsibility to only license those who meet the requirements of the manual.

426.1 "The candidate must first be examined as to his or her personal experience of salvation, knowledge of the doctrines of the Bible, and the order of the church; he or she must also demonstrate that the call is evidenced by grace, gifts and usefulness."

The local church pastor should work closely with the candidate mentoring him or her toward a thorough understanding of the call and qualifications of pastoral ministry in the Church of the Nazarene.

I. SALVATION AND LIFE OF HOLINESS

1. Please share briefly and specifically how and when you became a Christian.
2. Describe for the committee what your spiritual growth has been since you became a Christian; what has the process been like for you?
3. What is your experience of entire sanctification?
4. What evidence have you and others seen in your life of this experience?

II. SPIRITUAL FORMATION

1. Share with us your spiritual disciplines in the following areas:
 - devotional time with God
 - prayer life
 - bible study practices
 - worship
 - fasting
 - mentoring
 - examining the motives and attitudes of your heart
2. Do you believe the bible to be the inspired word of God; that it is our ultimate authority in what we believe and how we are to live? How would you defend this belief? What scriptures speak to this belief?
3. Credibility demands that we live what we preach. Where is God at work in transforming you to Christlikeness right now?
4. Comment on the challenges you face as you seek to be Christlike.

III. CALL

1. Share with us how God called you to the pastoral-preaching ministry or full-time service.
2. What do you think are your greatest strengths?
3. What do you think are your gifts?
4. Are you aware of any personal areas which will affect your fulfilling your call?
5. Have you counted the cost to yourself and your family in pursuing and fulfilling your call from God? Are you willing to pay that price?

IV. RELATIONSHIPS

1. *(if applicant is married)* Does your spouse testify to a salvation experience? (if divorced) You must receive a recommendation from the District Ministerial Credentials Board and the Board of General Superintendents. (Manual 427.1, 429.3)
2. Is your spouse in support of your call to enter the ministry?
3. How do your family relationships model proper respect and mutual submission?
4. Do you willingly respect and submit to authority?
5. Do others view you as relating in socially mature and appropriate ways?
6. Have you been in a relationship with a spiritual mentor? What are the benefits? What are the frustrations?
7. Are you willing to be in a mutual accountability relationship as part of your spiritual formation process? Will you make an effort to be accountable to someone?

V. CHURCHMANSHIP

1. Why do you believe God has called you to pastor in the Church of the Nazarene?
2. Have you studied, understood and accepted the beliefs and polity of the Church of the Nazarene as found within our Church Manual; in particular, the Articles of Faith; General and Special Rules; the Call and Qualifications of the Ministry (p. 400-401.5) and the Duties of a Pastor (p. 413-419)?
3. Are there areas in which you are struggling with acceptance?
4. Do you find biblical support for, and do you practice the faithful giving of tithes and offerings?
5. What areas of ministry are you involved in? What do you feel is the positive impact on your church and community?

Note: If the candidate is given a local license the senior pastor needs to enroll them by sending a letter to the secretary of the district board of ministerial studies.

Church Board Recommendation For District Licensed Minister

We, the church board of the _____ Church of the Nazarene, have prayerfully and carefully examined * _____ as to his/her personal experience of salvation, knowledge of the doctrines of the Bible, and the order of the church. We believe that this candidate for district minister’s license has a call from God to ministry that is evidenced by grace, gifts and usefulness (Manual 426.1).

“The minister of Christ is to be in all things a pattern to the flock - in punctuality, discretion, diligence, earnestness; in purity, understanding, patience and kindness; in the Holy Spirit and in sincere love; in truthful speech and in the power of God; with weapons of righteousness in the right hand and in the left” (2 Corinthians 6:6-7).

The minister of the gospel in the church of the Nazarene must have peace with God through our Lord Jesus Christ, and be sanctified wholly by the baptism with the Holy Spirit. The minister must have a deep sense of the fact that souls for whom Christ died are perishing, and that he or she is called of God to proclaim or make known to them the glad tidings of salvation.

The minister must likewise have a deep sense of the necessity of believers going on to perfection and developing the Christian graces in practical living, that their “love may abound more and more in knowledge and depth of insight” (Philippians 1:9). One who would minister in the church of the Nazarene must have a strong appreciation of both salvation and Christian ethics.

The minister must have gifts as well as graces, for the work. He or she will have a thirst for knowledge, especially of the Word of God, and must have sound judgment, good understanding, and clear views concerning the plan of redemption and salvation as revealed in the Scriptures. Saints will be edified and sinners converted through his or her ministry. Further, the minister of the gospel in the Church of the Nazarene must be an example in prayer” (Manual 401 - 401.4).

We therefore recommend _____ to the New England District Ministerial Credentials Board for a district minister’s license.

Date: _____

*Please refer again to the “Interview Guidelines for Local or District Minister's License” to aid you in your examination of the ministerial candidate.

This recommendation is to be signed by all church board members who were present at the examination of the candidate, including the pastor, and attached to the application for minister’s license (Manual 427.1)

_____ Pastor	_____ Secretary
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please report the number of Board members present: _____
The number who recommended. _____
The number who did not recommend _____

The Reynolds Institute Assessment Weekend

Check List

- Reviewed self-examination questions in the “Handbook for Credentialing.
- Has a supportive relationship with his/her Pastor.
- Currently a holds a Local License and has been licensed for a minimum of one year with annual renewal(s) of license by the Church Board (when applicable).
- Church Board has voted to recommend the candidate for a District License.
- Read and understood the sections of the *Manual* pertaining to Ordination - “Call and Qualifications of the Minister” (400.- 401.5) and “The Licensed Minister”(427-427.10).
- Submitted the Registration for the Assessment Week end by May 21, 2007, with a deposit of \$165.00, check made payable to Reynolds Institute.
- Completed the following for submission at the district test day (Saturday afternoon, following the District Assembly:***
 - Praxis Inventories (pp. 7-12)
 - Spiritual Autobiography (p.14)
 - Spiritual Disciplines and Practices Inventory (p. 16)
 - Three personal references (p17)
- Records/transcripts have been sent to and received by the Ministerial Studies Board
- Review this check list with Assessment Center Staff member

The total cost for all tests, inventories, police check, Assessment Weekend, and other related material is \$330. ***Checks are to be made payable to Reynolds Institute.*** A \$165. deposit is to be paid at the time of registration. The balance is due by August 1st. The cost includes Spouses participation in the test day and the Assessment Week end. The \$165.00 balance should be sent to:

Melissa Andrew, 57 Maplewood Dr., Townsend, MA 01469

Any exception to the payments outlined above must be approved by and payment schedule agreed to by the Reynolds Institute Treasurer, Melissa Andrew.

Addresses:

Director, Center for Assessment
Rev. W. John White
33 Staniels Rd.
Loudon, NH 03307
wjohnwhite@yahoo.com

Secretary, Board of Ministerial Studies
Rev. Deborah Mann
193 Murray Ave.
Milton, VT 05468
revdebbiemann@aol.com

Revised April 19, 2007