

**THE PRESBYTERY OF THE MIAMI VALLEY
COMMITTEE ON PREPARATION FOR MINISTRY
POLICY AND PRACTICE**

**ARTICLE I
POLICY**

Section 1.01: General

The policies of the Committee on Preparation for Ministry represent the authority vested in it by the Presbytery of the Miami Valley. In carrying out such policies the Committee on Preparation for Ministry is acting as the Presbytery in all measure and manner. All additions, deletions or changes to policy must be approved by the Presbytery. No policy of the Committee on Preparation for Ministry shall be contrary to the provisions of the *Book of Order*.

Section 1.02: Function

The Committee on Preparation for Ministry shall execute the various functions necessary to carry out the mission and ministry of the Presbytery of the Miami Valley, in accordance with *Section 3.08* of the *PMV Policy and Practice*. Specifically, the Presbytery on Preparation for Ministry shall be the agency by which the Presbytery becomes *Pastor, Counselor, and Advisor to Its Pastors and Congregations (G-3.0307)* with respect to *G-2.06 Preparation for Ministry, G-2.10 Commissioning Ruling Elders to Particular Pastoral Service, and G-2.1103 Certified Christian Educators*.

1. Specific functions of the committee with respect to *G-2.06 Preparation for Ministry* shall include:
 - a. Oversee the work, study and preparation for ordination of inquirers and candidates, and review and evaluate their performance
 - b. Counsel with sessions regarding criteria for potential inquirers and candidates, the session's responsibilities for members who are inquirers or candidates, and the ongoing needs of the church for professional leadership
 - c. Counsel with inquirers and candidates as to their responsibilities to communicate closely, openly and regularly with the committee, especially about specific needs and problems (spiritual, financial, educational, professional, vocational, etc.) some of which may require committee assistance or pastoral care
 - d. Conduct annual consultations with all inquirers and candidates and determine if each will be continued under care, reporting such action to the Presbytery

- e. Counsel with, advise and evaluate persons wishing to become candidates regarding their potential for service to the church in a professional capacity
 - f. Determine candidates' readiness to begin ordained ministry
 - g. Assist the COM in determining that candidates from other presbyteries have met the same requirements for ordination that are required of candidates from the Presbytery of the Miami Valley
 - h. Elect readers for ordination examinations
2. Oversee the process for preparation, instruction, counseling and examinations for ruling elders seeking to serve in commissioned pastoral service, in accordance with *G-2.1002 Training, Examination and Commissioning*.
 3. Shepherd persons seeking Christian Educator certification through the process of skills and training, in accordance with *G-2.1103a*.

Section 1.03: Committee Size (Revised 2/13/16)

Membership of the committee shall be nine (9) members, divided as evenly as possible between teaching elders and ruling elders, elected in three classes of three (3) persons, for terms of three years each, renewable for one term.

One member of the Committee on Preparation for Ministry shall be chosen by the committee to serve a one year renewable term on the Participation, Diversity and Representation committee.

Section 1.04: Quorum

One more than one-half of the current voting members shall constitute a quorum. All proceedings from meetings with no quorum present must be ratified at the earliest subsequent meeting in which there is a quorum.

Section 1.05: Budget

The operating budget for the Committee on Preparation for Ministry shall be determined and approved by the Presbytery. As part of the budget process, the committee shall provide its funding request annually to the Presbytery Trustees.

Section 1.06: Authority to Act as Presbytery

The Committee on Preparation for Ministry may act as the Presbytery of the Miami Valley in the following matters:

1. Enrolling inquirers

2. Granting permission to candidates to circulate dossiers
3. Granting permission for the examination and ordination of a candidate in the Presbytery of call

All actions taken on behalf of the Presbytery by the Committee on Preparation for Ministry shall be reported at the next stated meeting of the Presbytery.

Section 1.07: Communication and Access

The Committee on Preparation for Ministry shall be open to communication and access at all times to all persons within the Presbytery.

Section 1.08: Staff Support

The Executive Presbyter shall serve as staff support without vote.

(End of Article I)

ARTICLE II PRACTICE

Section 2.01: Schedule of Meetings

Meetings shall be held on the third Thursday of each month. The committee may meet in special session as needed. All actions taken by the Committee on Preparation for Ministry shall be reported at the next meeting of the Presbytery.

Section 2.02: Denominational Guidance

All work of the Committee on Preparation for Ministry shall be in conformance with the *Book of Order*. While general guidance for the work of committees on ministry is provided in the *Preparation for Ministry in the Presbyterian Church (U.S.A.) Advisory Handbook*, prepared by the *Office of Vocation of the Presbyterian Church (U.S.A.)* and the *Christian Educator Certification Handbook*, prepared by the *General Assembly Mission Council of the Presbyterian Church (U.S.A.)*, no recommendation contained in either publication shall be contrary to the policies of the Committee on Preparation for Ministry of the Presbytery of the Miami Valley.

Section 2.03: Vacant

Section 2.04: Vacant

(End of Article II)

(End of Committee on Preparation for Ministry Policy and Practice)