

STUDY TEAM REPORT

# Developing Godly, Competent Leaders For Today and Tomorrow



Ministerial Education, Guidance  
and Placement Committee (MEGAP)  
*members serve as the Study Team*

Chair

**Ontario Region**

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- Daniel Graham
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- Nathan Umazekabiri
- Ghislain Wilson



# **“DEVELOPING GODLY, COMPETENT LEADERS FOR TODAY AND TOMORROW”**

## **The Ministerial Education Guidance and Placement (MEGaP) Committee Report**

### **GENERAL CONFERENCE 2017**

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## **Developing Godly and Competent Leaders for Today and Tomorrow**

The Ministerial Education Guidance and Placement (MEGaP) Committee Report

As God's people, we faithfully pray for the Lord to raise up the next generation of ministerial leaders. As we begin this report, we would like to pause to give thanks to the Lord for those who have said "YES" to His Call upon their lives and to celebrate the church's affirmation of them as called of God to serve as credentialed ministers of the Gospel. We also give thanks for the new Ministerial Candidates, Commissioned Ministers and for those ordained in another denomination who have transferred their credentials into the FMCiC.

### **SINCE GENERAL CONFERENCE 2014:**

#### New Commissioned Ministers:

Leonard Bruce  
Elizabeth Down

Nancy Luross  
Lynda Sinclair

#### New Ordained Ministers:

Dennis Ball  
John-Mark Cockram  
Adrian Collins  
Luke Haggett  
Seth Freeman  
Evan Garst  
Ian Isaak

Beverly Kay  
Cameron Montgomery  
Patty Perry  
Holly Raymond  
Dustin Schellenberg  
David Schuchardt  
Kevin Stenhouse

#### New Ordained Minister Transfers we have welcomed:

Brian Bell  
Jonathan Grant

Benjamin Spears

#### New Ministerial Candidates who are tracking for Commissioned or Ordained Minister:

Luke Anderson  
Wilder Boutin  
Adam Curtis  
Blake Found  
Dani Harris  
Tyler Lane  
Steve Lapp  
Mark Leppington

Marty Misener  
James Pedlar  
Ebenezer Nsengiyumva  
Rachel Runnalls  
Velma Shewfelt  
Douglas Smith  
Brent Steeves  
Todd Stelmach

We are so grateful for the prayers and patient encouragement of God's people in various local churches as they have been supporting these candidates and all who are responding to the Lord's call upon their lives for vocational ministry.

## The Formation of Godly and Competent Pastoral Leaders

The National MEGaP Committee's primary mandate is to facilitate and encourage the formation and credentialing of godly and competent ministerial leaders. This group of leaders all met together in 2015 and 2016 for teaching, training, wrestling with challenges and refining processes for the formation of healthy ministerial leaders. Regional committees also meet several times each year to interview candidates. They are a wonderful team and they are also a busy team!

To those who have served as members of National MEGaP since General Conference 2014, we want to express our appreciation for their commitment and dedication during the past three years.

### Québec Region

Yves Anthoune  
Edrice Clermy  
Albert Haba  
Chantal Lemaire  
Jean-Robert Noël  
Maya Seematter  
Nathan Umazekabiri  
Ghislain Wilson

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Vonda Dozlaw  
Greg Elford  
George Fleming  
Daniel Graham  
Dan Jansen  
Jason Johnson  
Keith Schnell  
Barry Taylor

### Personnel Department Staff

Kim Henderson, Susan DePlanché

### National MEGaP Meetings Foci:

- January 2015: interview training, church health and changes/additions to the tracking process.
- January 2016: interview training, input to the FMCiC LifePlan discussion.
- January 2017: training was postponed to September 2017 due to the changes in the National Leadership Team (NLT).

## Tracking for Credentialed Ministry<sup>1</sup>

**Candidates:** Most candidates being credentialed for ministry are identified and raised up from within the FMCiC and some transfer in from other denominations. The denomination relies on pastors and local congregations to identify and encourage potential leaders at the local church. A power point presentation<sup>1</sup> outlining the complete tracking process from Lay Minister to Commissioned or Ordained Minister is available on the website.

**Internship Program<sup>2</sup>:** To have healthy churches we need to develop healthy ministerial leaders. We hope to increase the leadership pool for the present and future needs of The Free Methodist Church in Canada both locally and globally. Because we believe that healthy leaders develop best in healthy church environments, the goal of the FMCiC internship program (which provides financial and practical resources to help local churches identify, train, and deploy new leaders for the Kingdom of God) is to give candidates for ministry and lay leaders some on-the-job training to help them explore and discern a call for ministry and/or local church leadership in a rapidly changing world.

**Preliminary MEGaP/Get-to-Know-You interviews:** Ordained Ministers from outside the denomination or lay ministers who are seeking a position as a lead pastor at a Free Methodist church or as a church planter are required to meet with two members of the MEGaP committee for a preliminary conversation. This is to ensure that these pastors and church planters will be “appointable” later on, once they have met the academic and training requirements for credentialed ministry, and have been interviewed by MEGaP to either become a Ministerial Candidate or to complete the transfer of their ordination credentials into the denomination. The goal of this preliminary conversation is to determine up front whether they are a good fit with the FMCiC in terms of leadership style, ethos and theology.

**Candidate Interviews:** All candidates must enter the tracking process, meet minimum academic and training requirements and successfully participate in MEGaP interviews:

- **Commissioned ministry** – two separate interview days over a three year period
- **Ordained ministry** – three separate interview days over a four year period
- **Ordained Transfers** – one interview day

The MEGaP committee seeks to ensure that candidates show evidence of the gifts and graces for ministry and are aware of their own growth areas. Prior to their first MEGaP interview, candidates write a reflection paper on their call to ministry and a reflection paper on how their family of origin has impacted them, work through the SHAPE materials<sup>1</sup> (**S**piritual Gifts, **H**earth, **A**bilities, **P**ersonality, **E**xperience), complete a Myers Briggs Type Indicator (MBTi) inventory and write responses to specific theological questions based on the Articles of Religion.

Each interview day involves three teams (two MEGaP members each) that interview candidates from the following perspectives:

- The Self-Awareness interview questions assess how well the candidates know themselves, how aware they are of the ways they affect others and whether they are continuing to grow deeper in their relationship with the Lord.
- The Contextual Awareness interview questions focus on interpersonal skills, leadership development, disciple making, emotional health and conflict management.
- The Theological Awareness interview questions are based on knowledge of and ability to articulate the Articles of Religion.

**Continuous Improvement:** The National MEGaP Committee is committed to the practice of a continuous improvement of the overall credentialing experience based on feedback from the candidates, MEGaP members, pastors and local church members. Here are some examples of recent changes:

- **Spousal support:** Spouses play an important role in a candidate’s ministry so a separate “spousal support” interview has been implemented very early in the tracking process. Two MEGaP members meet with the candidate and spouse together for a conversation about life in ministry. In addition, since the spring of 2014, spouses of candidates have been invited to attend all the MEGaP interviews, and the feedback has been extremely positive.

- **Coaching of candidates between interviews:** MEGaP wants its work to be more than just candidates jumping through a series of requirements, and realizes that the credentialing system would be strengthened if each candidate had a coach. Some work has begun on material for training coaches to walk alongside ministerial candidates to encourage them and help them understand the importance and relevance of each of the requirements for their formation for ministry.
- **The Wesleyan Way Experience - Making Disciples for Missional Living:** The Personnel Department is grateful for this multi-day retreat-based resource developed by Dan Sheffield, Kim Henderson and Marc McAlister. Within our Free Methodist movement we want to see believers who understand and practice the Wesleyan “means of grace” – disciplines that shape the inner and outer life of a Jesus-follower. We need disciples who know how to pass those disciplines on to those within their sphere of influence.

In this experience, a group of pastors come together to practice, immersion-style, the Wesleyan ‘methods’ for Christian formation by experiencing the role of small group dynamics through a Wesleyan lens and participating in acts of piety, acts of mercy – loving God, loving neighbour. During the five days, the pastors learn, experience and apply methods for making disciples of Jesus that are deeply rooted in the Wesleyan tradition. This experience helps encourage and equip pastors to make disciple-making a core practice in their congregations.

- **Leadership Development Plan (LDP) tracking process:** The LDP process was a local church based parallel tracking process led by the lead pastor that was approved in 2008 when the current MEGaP process could not interview potential candidates in a timely manner. However, we did not anticipate how a lead pastor/church transition would impact this process, leaving candidates in limbo for the transition season. For some candidates in the LDP process, it actually took longer to get to a ministerial candidate interview compared to the full MEGaP process. In January, 2015, after reviewing the history, background and evaluations of the LDP tracking process, the NMEGaP discontinued the LDP tracking system.

## Continuing Elements of the Ministerial Formation Program:

**Foundational Courses<sup>3</sup>:** The NMEGaP approves the Foundational Courses offered by the FMCiC. All candidates for ministry are required to successfully complete these four courses during the tracking process. Pastors already ordained or commissioned are required to take the “Personal and Church Stewardship” and “Culture and the Missional Church” courses toward their Continuing Education Unit credits (CEUs). Lay people are always welcome to take these courses.

We appreciate the passionate, gifted people who teach or have taught these courses:

### *Heart of Canadian Free*

#### *Methodism:*

- Rev. Greg Pulham
- Rev. Nathan Umazekabiri

### *Wesleyan Theology:*

- Rev. Matthew McEwen
- Rev. Raynal Jean-Charles

### *Personal and Church Stewardship:*

- Mrs. Sandy Crozier
- Rev. Will Keller

### *Culture and the Missional Church:*

- Rev. Dan Sheffield
- Rev. Jared Siebert

The course instructors meet for a full day each year to more fully understand how to implement Adult Education teaching styles that make the courses more interactive for increasing interest, learning and retention. We also work to streamline and standardize syllabi formats, policies, grading, reporting, etc. In this learning time, one of the instructors presents a short segment from his/her course and the rest of the instructors provide feedback.

**New Lead Pastor Orientation<sup>4</sup>:** New Lead Pastors (either new to a lead pastor role or new to the FMCiC) are invited each year to the Ministry Centre for a day and a half of orientation, learning, fellowship and connection with the Bishop, NLT and Ministry Centre staff. Since 2010, 52 pastors have participated and the feedback has been quite positive.

**Continuing Education Units (CEUs)<sup>5</sup>:** One of the 8 Core Values of The Free Methodist Church in Canada is learning. One attribute of a good pastoral leader is a commitment to being a life-long learner. Growing and learning is at the heart of Christian discipleship. The kind of leadership that we must have for our future is men and women who have a distinctive focus on improving the way they serve and walk with Jesus Christ.

Healthy pastoral leaders must continue to grow in order to be effective in their leadership of congregations. Personal health precedes corporate health. Since we want our congregations to follow leaders who are growing, all Ordained and Commissioned Ministers (retirees exempted) are required to annually report their accumulated Continuing Education Units (CEUs) – 1 CEU per year, or 5 CEUs in a 5-year block. The current block is September 1, 2014 to August 31, 2019. One CEU is defined as twenty-four (24) contact hours of participation in an organized continuing education experience under qualified supervision. This provides MEGaP and our leaders a system of accountability for ongoing learning.

**Network Mentors and Leaders Training Days:** This group of leaders is brought together twice a year as a learning community for training, resource sharing and mutual coaching to help them lead their networks of pastors with excellence. At each network meeting, one of the following major themes is to be covered: Church Multiplication, Clergy Health, Congregational Health, Generosity, Wesleyan Worldview, Missional Leadership.

**Scholarships<sup>6</sup>:** The FMCiC is grateful for the scholarship funds that are made available to help with the cost of academic requirements for credentialing, and for the continual training of ministerial personnel through its partnership with the Free Methodist Foundation and the Lorne Park Foundation. In addition to providing scholarships, the Lorne Park Foundation also provides funding in support of the fall Ministers Conferences and General Conferences.

**Ministers Conferences:** The fall Ministers Conferences cycle through the following 5 themes: Leadership, Missional Church, Theology, Spiritual Formation, Generosity. The Conferences held since the 2014 General Conference were:

- **2015-Spiritual Formation: “Lord, Teach us to Pray”** (Sister Sue Mosteller)
- **2016-Generosity “Generosity beyond \$\$\$\$”** – (NLT, Sandy Crozier, Paula Moriarty)

## Pastoral Health

**Pastoral Health Survey:** Pastoral Health in all of its dimensions – spiritual, physical, mental, emotional, relational, financial – continues to be a priority for the National MEGaP Committee. All of the FMCiC pastors are asked to fill out the Pastoral Health survey every other year and we are grateful for all who participate.

This survey has two main purposes. The first is self-awareness. By reading and answering the questions, we hope that pastors will be prompted to reflect on the health issues that the questions raise and give attention (with the help of their accountability partner) to growth areas where priorities are out of balance and there may be lack of the kind of self-love/self-care that Jesus commanded.

The second purpose is to identify national trends among our pastors. If a significant number of pastors consistently rate themselves low in specific areas, then MEGaP knows that these areas need attention in the training and ongoing formation of our pastors.

The survey has two parts: the first set of questions deals with pastoral leadership health and the second set deals with personal health. The questions can be found in **Appendix 2**.

Commentary on trends in the FMCiC is included in the FMCiC LifePlan report. A graph comparing some Pastoral Health trends in the FMCiC from 2014 and 2017 can be found in **Appendix 3**.

**“Should I Stay or Should I Go?” Resources<sup>7</sup>:** Healthy pastors do not obsess over this question nor are they afraid to honestly seek the Lord from time to time about whether it is time to open another ministry chapter. The “Should I Stay or Should I Go” resources are available on the website under the Leadership Development-Transitions section, which include a Scripture-soaked reflection exercise with a questionnaire that asks pertinent experience-based questions such as:

- Are you falling out of love with your congregation?
- How many times in the last 6 months have you thought about quitting?
- Have you written your resignation letter recently?

**Sabbaticals<sup>8</sup>:** The FMCiC encourages pastors to practice appropriate self-care in all areas of health: physical, mental, emotional and spiritual. There are many ways that churches can support our pastors in this:

- taking a true weekly Sabbath
- allowing time for personal retreat (eg. one day a month)
- providing for a reading week(s)
- granting a sabbatical

A sabbatical is one of the many tools in the ‘toolbox’ that we can use to maintain and improve pastoral health. A sabbatical operates from the perspective of “from health, for health.”

**Performance Appraisals<sup>9</sup>:** Pastoral Evaluation is both difficult and necessary. The FMCiC sees pastoral evaluation as a dialogue between the local church and the pastor working together to increase the effectiveness of the pastor’s ministry so as to extend the kingdom as well as making the local church a satisfying place to work.

An annual performance evaluation of the lead pastor (and other appointed pastoral staff) is to be done according to guidelines provided by the director of personnel's office (see The Manual, Chapter 3, par 374.5). The evaluation is based on the pastor's current official board-approved job description (built locally and reflecting the congregation's current vision and stated mission).

**Chapter 8 Changes:**

The National MEGaP is responsible for the content of Chapter 8 in The Manual. The edits/changes made and approved since General Conference 2014 are listed in **Appendix 4**.

**The Personnel Report:**

In order to be as up-to-date as possible, the Personnel Report (**Appendix 5**) will be finalized just before General Conference and included in the packet that you will receive when you arrive at General Conference. It will provide a current list of all credentialed personnel, changes in personnel since General Conference 2014, a statement on the character and performance of each ministerial member of conference, and a listing of the local church transitions completed since the 2014 General Conference.

**Developing Leaders Recommendation #1:**

**Personnel Report**

The National Ministerial Education Guidance and Placement committee recommends to the General Conference 2017 that the Personnel Report be adopted as presented.

Passed

Defeated

*Referred to:* \_\_\_\_\_

**Resources:**

The Ministerial Education Guidance and Placement resources are available in the Leadership Development section of the FMCiC website at: <https://fmcic.ca/leadership-development-index/> Links to the specific resources referenced in this report are found below:

**Endnotes:**

<sup>1</sup> Tracking: <https://fmcic.ca/tracking-index/>

<sup>2</sup> Internship program: <https://fmcic.ca/intern-prog/>

<sup>3</sup> Foundational Courses: <https://fmcic.ca/foundational-courses/>

<sup>4</sup> New Lead Pastor Orientation Handbook: <https://fmcic.ca/new-pastor-orientation/>

<sup>5</sup> Continuing Education Units (CEUs): <https://fmcic.ca/introduction-to-continuing-education/>

<sup>6</sup> Scholarships: <https://fmcic.ca/scholarships/>

<sup>7</sup> Transitions: <https://fmcic.ca/transition-index/>

<sup>8</sup> Sabbatical resources: <https://fmcic.ca/sabbaticals/>

<sup>9</sup> Performance Appraisals: <https://fmcic.ca/jdpas-index/>

**National Ministerial Education Guidance Placement Committee  
Response to General Conference 2017 “Resolution C” (see Appendix 1 below)**

**Whereas:** An informal modified church transition process has been in use in recent years with a few local churches where it has been determined that the regular process of developing pastoral and church profiles is too overwhelming; and,

**Whereas:** This modified transition process has been used at the following churches with reasonable success: Uxbridge, Campbellford, Athens, and Mewassin; and,

**Whereas:** The Director of Church Health is currently working with three other churches using this modified process.

**Therefore** let it be resolved that **Resolution C: "Pastoral Appointments-smaller churches-Roth/Hogeboom"** be referred to the September 2017 National MEGaP meeting for further study with a view to incorporating an alternate church transition process in Chapter 8 of The Manual of The Free Methodist Church in Canada.

Carried

**Developing Leaders Report – Appendix 1**

**GENERAL CONFERENCE RESOLUTION C**

February 14, 2017

*Whereas:* Many smaller churches find the present selection process for a new pastor challenging and leave them without a pastor for a longer time than need be,

*Whereas:* Many pastors are left hanging without an appointment longer than need be,

*Whereas:* Some churches may prefer to be given more direction about who would be a good pastor for their situation,

*Therefore, be it resolved that a second option of how a church chooses who they would like to be appointed as their pastor be offered, which would involve, for those churches who chose so, the Bishop and Director of Personnel giving a list of 3 potential pastors to choose from, without requiring the heavy task of the present selection process.*

**Submitted by:** \_\_\_\_\_ **Pastor Ken Roth**  
Member’s name or Society’s name

**Sponsor:** \_\_\_\_\_ **Pastor Mike Hogeboom**  
Member(s) of the Canadian General Conference introducing the Resolution  
(i.e. Minister or Delegate)

**DEVELOPING LEADERS – APPENDIX 2  
PASTORAL HEALTH SURVEY QUESTIONS**

**/SAMPLE COPY FOR INFORMATIONAL PURPOSES ONLY**  
**PLEASE DO NOT COMPLETE THIS PAPER COPY OF THE SURVEY!**

Dear Pastor:

This is an anonymous inventory. The FMCiC does not have a way of identifying you through participating in this inventory. It has two purposes:

1. to cause you to reflect on the various dimensions of vocational and personal health - first of all within yourself and perhaps with your accountability partner, your spouse, and your network.
2. to provide the denomination with a body of research that indicates areas that need training, coaching, counseling resources.

**PASTORAL HEALTH SURVEY**

**DEMOGRAPHIC INFO:**

Experience:

- a. Are you a first or second career pastoral leader? \_\_\_\_\_
- b. No. of years in pastoral leadership (please include all pastoral positions – assistant, associate, lead, etc.) \_\_\_\_\_
- c. No. of years in current pastoral position: \_\_\_\_\_ )
- d. # of staff/tracking candidates you currently supervise \_\_\_\_\_

Personality type (complete as many as possible):

- |                       |                |
|-----------------------|----------------|
| a. Myers-Briggs _____ | b. DiSC _____  |
| c. APEST _____        | d. Other _____ |

Highest Education level attained: \_\_\_\_\_

**A. PASTORAL/VOCATIONAL HEALTH**

<u>Self-Awareness</u>	Fully Agree					Fully Disagree				
I have a realistic understanding of my strengths and weaknesses as a leader	1	2	3	4	5					
In general my perception of myself lines up with the perception others have of me	1	2	3	4	5					
I want a regular performance appraisal	1	2	3	4	5					
I find my regular performance appraisal to be a helpful process for developing my own self-awareness	1	2	3	4	5					

	Fully Agree			Fully Disagree	
<u>Call</u>					
I have a strong sense of call from God to my present present congregation/ministry	1	2	3	4	5
<u>Life-long learning</u>					
I currently seek out formal/informal learning opportunities	1	2	3	4	5
As every community has multiple (sub)cultures, I am developing skills in the area of intercultural competency	1	2	3	4	5
<u>Effective communicator</u>					
I believe that my oral communication skills enable me to communicate effectively in the various settings of ministry life	1	2	3	4	5
I believe that my written communication skills enable me to communicate effectively in the various setting of ministry life	1	2	3	4	5
<u>Collaborative, team-oriented leadership style</u>					
<u>Empowerment</u>					
I view my leadership style as collaborative and team-oriented	1	2	3	4	5
It is more important for me to equip people to do the work of ministry than just do the tasks myself	1	2	3	4	5
<u>Relational/listener/relationships</u>					
I find effective ways to have wholesome relationships with people in my congregation	1	2	3	4	5
People describe me as a good listener	1	2	3	4	5
<u>Humour</u>					
People would say I have a sense of humour	1	2	3	4	5

	Fully Agree			Fully Disagree	
<u>Wesleyan influence</u>					
Wesleyan theology, values and ministry practices influence my leadership values and practices	1	2	3	4	5
<u>Conflict Management</u>					
I view conflict as a reality of the human condition	1	2	3	4	5
I have acquired skills that help move people in conflict toward resolution	1	2	3	4	5
<u>Wesleyan Means of Grace</u>					
Wesleyan means of grace are frequent practices in my life:					
a. Prayer	1	2	3	4	5
b. Scripture reading	1	2	3	4	5
c. Scripture reflection	1	2	3	4	5
d. Fasting	1	2	3	4	5
e. The Lord's Supper	1	2	3	4	5
f. Participating with other Christians in corporate worship	1	2	3	4	5
g. Christian Conversations	1	2	3	4	5
h. Sharing my faith with non-believers	1	2	3	4	5
i. Serving those in need	1	2	3	4	5
j. Hospitality	1	2	3	4	5
k. Generosity of my life, time and what God has given me	1	2	3	4	5
l. Creation Care	1	2	3	4	5
The richness of my personal practices inspires me to influence others toward these practices	1	2	3	4	5
I would be satisfied with the spiritual development of my congregation if they practiced the means of grace to the extent that I do	1	2	3	4	5
<u>Personal Accountability</u>					
I meet regularly with an accountability partner	1	2	3	4	5
I have meaningful interaction with my accountability partner	1	2	3	4	5

	Fully Agree			Fully Disagree	
<u>Discipleship</u>					
I invest significant energy to ensure that the disciplines of Christian life and ministry are developed in my congregation	1	2	3	4	5
There are others in my congregation, besides myself, who are active in making disciples and disciple-makers	1	2	3	4	5
<u>Missional orientation</u>					
I live a missional life (i.e. relate with evangelistic intent to people outside the church who have not yet committed their lives to Jesus)	1	2	3	4	5
My congregation is supportive of me living a missional life (as per my job description)	1	2	3	4	5
My board members follow my example and live missional lives	1	2	3	4	5
<u>Denominational Relationship</u>					
My involvement in FMCiC connectional Events add value to me:					
a. Network Meetings	1	2	3	4	5
b. Regional Gatherings	1	2	3	4	5
c. Ministers Conferences	1	2	3	4	5
d. General Conferences	1	2	3	4	5
In general I regard my involvement in these connectional events as adding value to my congregation	1	2	3	4	5
When they don't add value, I offer constructive suggestions to improve them	1	2	3	4	5
<b>B. PERSONAL HEALTH</b>					
<u>Balanced health</u>					
I faithfully observe a weekly Sabbath	1	2	3	4	5
I take all of my vacation time every year	1	2	3	4	5

	Fully Agree		Fully Disagree		
I recognize the reality of stress and monitor and adjust my lifestyle in order to maintain personal health balance:					
- spiritually	1	2	3	4	5
- mentally	1	2	3	4	5
- emotionally	1	2	3	4	5
- relationally	1	2	3	4	5
- physically	1	2	3	4	5

Family Health

My relationship with my family is healthy:					
- my spouse	1	2	3	4	5
- my children	1	2	3	4	5
- my extended family	1	2	3	4	5

Financial Health

Our family's finances are in order	1	2	3	4	5
I faithfully tithe	1	2	3	4	5

Interior Health

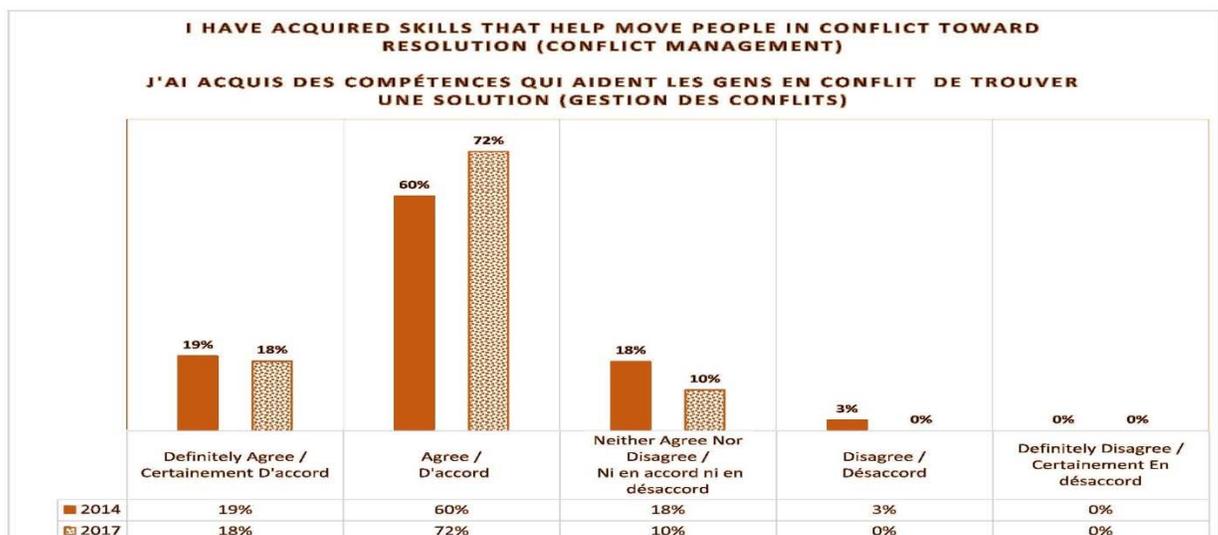
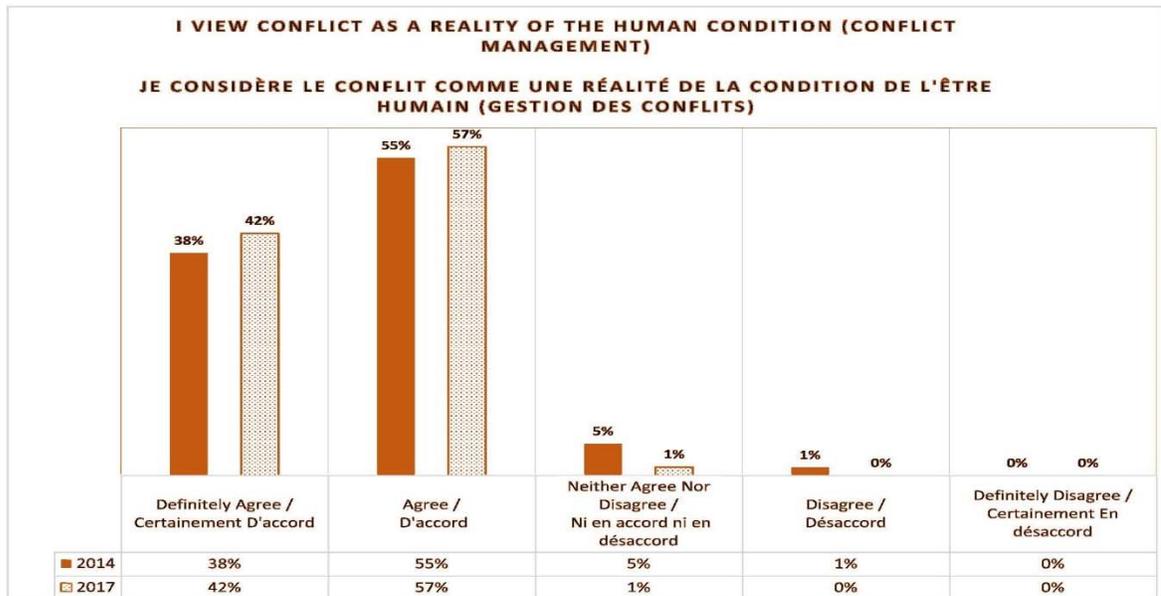
I know where I can be tempted to act in unhealthy ways when I need comfort	1	2	3	4	5
I use personal accountability processes to protect me from my temptations	1	2	3	4	5

On the basis of your responses which would you say you are (select one):

1. healthy, thriving
2. functioning around 75-80%
3. coping, managing
4. slipping in some areas
5. struggling and (because this is anonymous) I realize I need to ask my accountability partner to help me make contact with someone

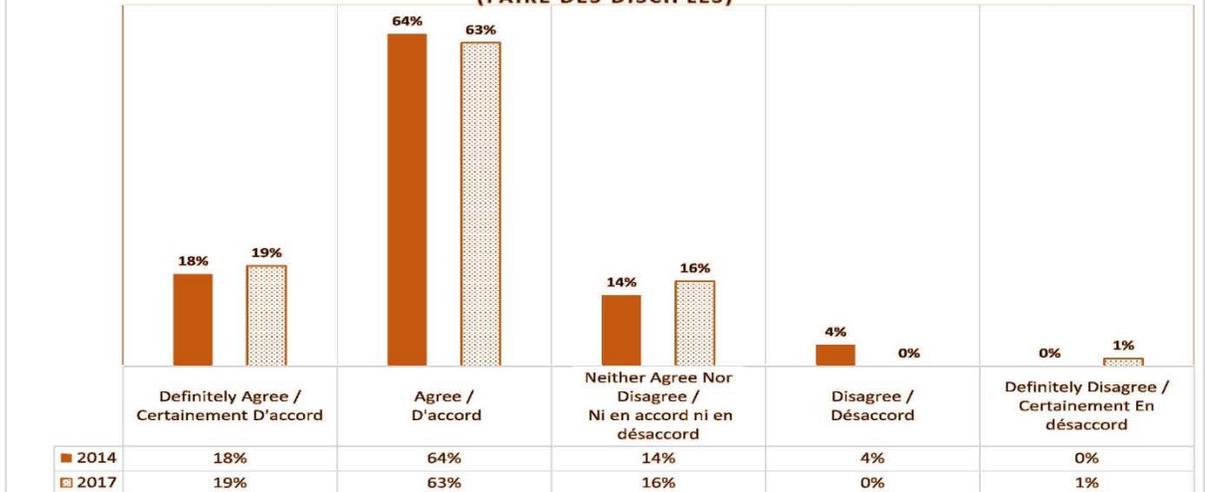
The areas where you rated yourself between 3 and 5 are areas that you should take up with your accountability partner and network.

### APPENDIX 3 – PASTORAL HEALTH SURVEY SAMPLE RESULTS 2014 AND 2017



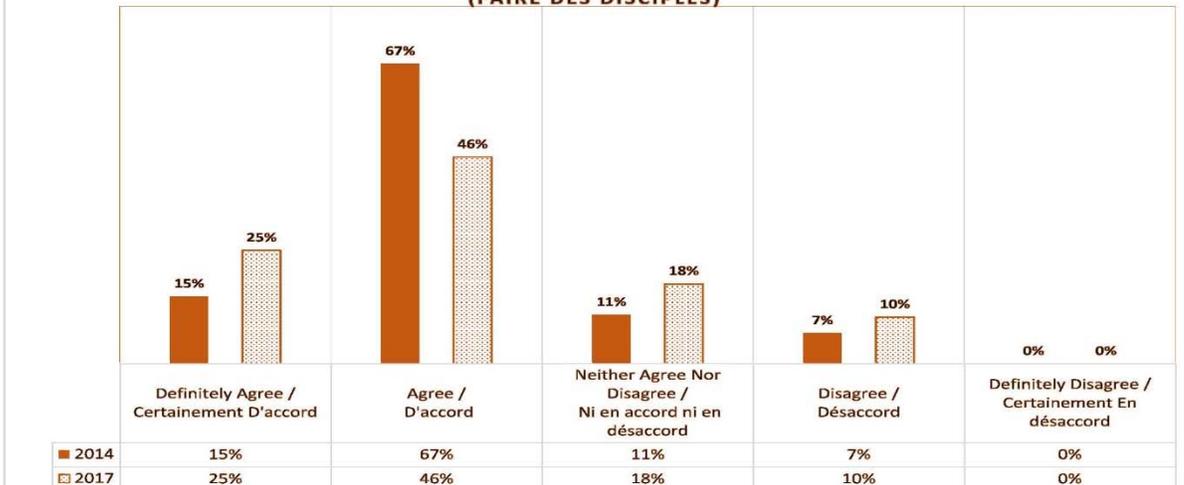
**I INVEST SIGNIFICANT ENERGY TO ENSURE THAT THE DISCIPLINES OF CHRISTIAN LIFE AND MINISTRY ARE DEVELOPED IN MY CONGREGATION (DISCIPLESHIP)**

**J'INVESTIS BEAUCOUP D'ÉNERGIE POUR M'ASSURER QUE LES DISCIPLINES DE LA VIE CHRÉTIENNE ET DU MINISTÈRE SONT DÉVELOPPÉS DANS MA CONGRÉGATION (FAIRE DES DISCIPLES)**



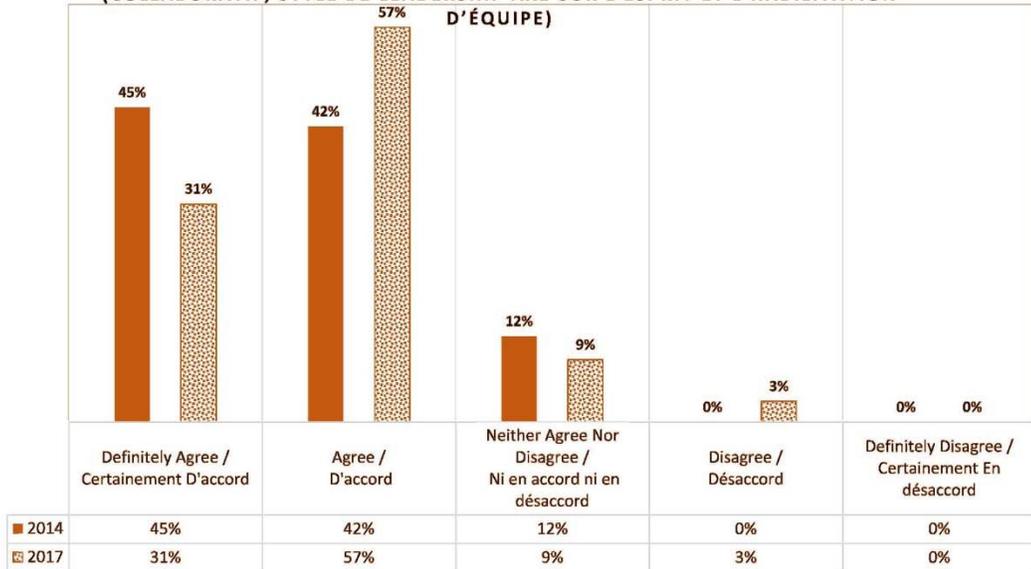
**THERE ARE OTHERS IN MY CONGREGATION, BESIDES MYSELF, WHO ARE ACTIVE IN MAKING DISCIPLES AND DISCIPLE-MAKERS (DISCIPLESHIP)**

**IL Y A D'AUTRES PERSONNES, À PART MOI, DANS MA CONGRÉGATION QUI SONT ACTIFS DANS LA FORMATION DES DISCIPLES ET DES FAISEURS DE DISCIPLES (FAIRE DES DISCIPLES)**



**IT IS MORE IMPORTANT FOR ME TO EQUIP PEOPLE TO DO THE WORK OF MINISTRY  
THAN JUST DO THE TASKS MYSELF (LEADERSHIP STYLE)**

**IL EST PLUS IMPORTANT POUR MOI D'ÉQUIPER LES GENS POUR FAIRE L'ŒUVRE  
DU MINISTÈRE PLUTÔT QUE DE FAIRE LES TÂCHES PAR MOI-MÊME  
(COLLABORATIF, STYLE DE LEADERSHIP AXÉ SUR L'ESPRIT ET L'HABILITATION  
D'ÉQUIPE)**



**DEVELOPING GODLY COMPETENT LEADERS REPORT - APPENDIX 4**  
**CHAPTER 8: THE MINISTRY**  
**(ONLY CHANGES TO THE SECTIONS WITHIN PARAGRAPHS MADE SINCE**  
**GENERAL CONFERENCE 2014 ARE HIGHLIGHTED BELOW)**

(see the complete updated Chapter 8 in The Manual of The Free Methodist Church in Canada  
on the website at <https://www.fmcic.ca/our-ethos/the-manual/>)

- ¶ 800 Preamble
- ¶ 801 Advice to the Minister
  
- ¶ 805 Discerning the Call of God for Credentialed Ministry
- ¶ 810 Lay Ministers
- ¶ 815 Ministerial Candidates
- ¶ 816 Separation, Divorce and the Ministry
  
- ¶ 820 Commissioned Ministers
- ¶ 821 Commissioned Ministers becoming Ordained Ministers
- ¶ 822 Questions for Conference Membership
  
- ¶ 825 Ordained Minister
- ¶ 830 Ordination Credentials
- ¶ 835 Reception from Other Denominations and Other Free Methodist Conferences
  
- ¶ 840 Transfer of Membership
- ¶ 845 Termination of Conference Membership
  
- ¶ 850 Appointments
- ¶ 851 Multiple Staff Appointments
- ¶ 852 Special Appointments
- ¶ 853 Special Relationships
  
- ¶ 855 National Leadership Team, Network Leader Mentors and Network Leaders
  
- ¶ 860 Office of Bishop
  
- APPENDICES: Charts, Forms, Rituals and Documents**
- ¶ 870 Discerning the Call of God
  - 870A MEGaP Ministerial Tracking Process**
  - ~~870B Leadership Development Plan~~
- ¶ 871 Ministerial Candidate's Statement of Affirmation
- ¶ 872 Minister's Signed Affirmation Form
- ¶ 873 Service for the Commissioning of Ministers
- ¶ 874 Service for the Ordination of Ministers
- ¶ 875 Policies for Pastoral Transitions and Appointments
- ¶ 877 Service of Induction Ritual
- ¶ 878 Ministers and Employees Compensation and Benefits Guidelines
- ¶ 879 Letter of Understanding Template
- ¶ 880 Termination of Employment Agreement Template
- ¶ 881 Network Mentor and Network Leader Job Description

## CHAPTER 8: THE MINISTRY

### ¶801 ADVICE TO THE MINISTER

#### 1. PERSONAL LIFE

##### PERSONAL AND PROFESSIONAL ETHICS

~~Be discreet with the opposite sex, respecting~~ Maintain appropriate physical and emotional boundaries in all relationships – especially with those of the opposite sex.

Respect your peers in ministry. Keep your ordination vows. Honour the work of your predecessors and successors by treating others as you want to be treated. Pastoral transitions require a fresh start. For the new pastor to establish his/her leadership, the departing pastor needs to leave. If that courtesy was not afforded to you when you arrived, all the more reason for you to break the pattern.

Principles to follow:

- Don't promise the congregation that you will be back.
- Explain to the congregation how your relationship with them will change. Teach on boundaries and closure.
- In situations where you are requested to return to participate in a pastoral role (e.g. baptism/dedication, wedding or funeral), do not accept without first checking directly with your successor and the leadership of the church. Remind yourself that these significant life-events are opportunities for your successor to develop ongoing relationships. Be prepared with a statement such as: *"I'm honored that you've asked me but since I am no longer your pastor, I'll need to first consult with your new pastor."* No pastoral ministry should occur with former parishioners without the knowledge and consent of your successor.
- If you are remaining in the area, meet with your successor, clarify your relationship with him/her and the church and agree to worship elsewhere in your community for a determined amount of time.

### ¶805 DISCERNING THE CALL OF GOD FOR CREDENTIALLED MINISTRY

Confirmation of the initial stages of God's call to credentialed ministry in The Free Methodist Church in Canada begins when the leaders of a local church discern and confirm that call by granting a lay minister's license to a member of the congregation. This is how the process of a person being set apart for ~~full-time~~ credentialed ministry begins. In the paragraphs that follow, the requirements of each stage of this process are set out. ~~Some candidates will work directly with MEGaP. Others will be prepared through the local church based Leadership Development Plan (LDP) tracking system, in partnership with MEGaP. (See charts in ¶870 A & B.)~~

The director of personnel, working with the ministerial education, guidance and placement (MEGaP) committee, oversees the steps to credentialed ministry, once a ~~candidate~~ lay minister is recommended for ministerial candidacy.

~~In order to participate in the LDP tracking system, a local church must be able to demonstrate to the director of personnel that it has:~~

- ~~a track record demonstrating that the pastor and board have vision (recognizing when people are called to ministry) and the capacity for developing leaders.~~

- capacity to maintain a committed discernment team (3-6 year commitment) to work with candidates.
- a state of good health.
- willingness to work under the direction of the director of personnel and national MEGaP.

A document entitled “Steps to Credentialed Ministry Leadership” summarizes the credentialing process. It is available through the office of the director of personnel or on the FMCIC website.

## ¶810 LAY MINISTERS (TRACKING AND NON-TRACKING)

A lay minister may be appointed a church planter upon successfully completing the Profile Assessment System (PAS) and recommendation to MEGaP from the director of church planting.

## ¶815 MINISTERIAL CANDIDATES

**In order to become a ministerial candidate, a lay minister must:**

**Demonstrate a serious desire to pursue God’s call to ministry within the FMCIC by submitting the following to the director of personnel office:**

- a copy of the lay minister’s licence;
- a resume (Candidates are encouraged to attach personality/ministry aptitude inventory results.);
- required educational transcripts;
- required personal references;
- a ministerial candidate’s Statement of Affirmation (see ¶871);
- a police clearance certificate
- written confirmation that an accountability partner relationship has been established
- a reflection paper on his/her call to ministry
- completed Family of Origin assignment
- completed SHAPE profile
- completed Myers-Briggs Type Indicator inventory

**Receive the church’s confirmations of suitability for ministry by being:**

- a lay minister in good standing;
- able to demonstrate leadership ability by establishing a small group;
- endorsed by his/her pastor’s personal letter of recommendation. The pastor will assist in the development of an educational and ministry experience plan that will be submitted to MEGaP;
- recommended to MEGaP for ministerial candidacy by the official board (see ¶383B); (board should only recommend a lay minister for ministerial candidacy if the board anticipates a recommendation for his/her appointment at its local church once s/he is approved by the conference as a ministerial candidate);
- (if married) spouse and lay minister together meeting with a MEGaP subcommittee for spousal support interview
- cleared by MEGaP if there is a history of divorce (see ¶816);
- interviewed and recommended by the MEGaP committee to the conference;
- approved by the conference and admitted as a non-voting member.

Ministerial candidates may must be appointed by the conference to have charge of a society in order to track toward being ordained or commissioned minister. Once appointed, they may solemnize marriages and administer the sacraments. If a ministerial candidate’s appointment is discontinued, the ministerial

candidate credential is automatically withdrawn and the tracking process becomes 'inactive'. If another appointment request is sent to the Bishop, MEGaP will vote on both the reinstatement of the ministerial candidate credential and the appointment request. If both are approved, the ministerial candidate can resume the tracking process.

A ministerial candidate may be appointed as a church planter upon successful completion of the Profile Assessment System (PAS) and recommendation to MEGaP from the director of church planting.

## ¶816 SEPARATION, DIVORCE AND THE MINISTRY

A person who has been divorced or is married to a spouse previously divorced, shall not be admitted to ministerial candidacy, nor to the conference, nor by transfer, nor allowed to be under any type of appointment unless cleared by the MEGaP committee. (See ¶430.2.2.8.). Divorce shall not in itself bar a person from consideration for conference membership, or for an appointment.

When there is marital stress and conflict in a ministerial marriage, ministers are urged to initiate early intervention and to take proactive steps, in consultation with conference leadership to access conference resources to receive professional help for healing to heal the relationship with their spouse. If the conflict escalates to the point where it is no longer advisable or healthy for the couple to continue to live together and separation becomes necessary, the minister must immediately apply to the official board for a paid leave of absence so that he/she can focus on regaining marital health.

If the leave of absence is granted and the ministerial couple has not reconciled as the end of the leave of absence approaches, the bishop or designate will meet separately with the pastor and the board to assess the advisability of the pastor returning to serve at the church while separated. If it is agreed that the pastor can continue, the pastor will need to agree to an ongoing month-to-month probationary relationship with the local church, the terms of which (e.g. performance/ accountability expectations), will be laid out in writing. If the separation eventually results in a divorce, the following guidance is to be followed.

A minister, who is divorced, must provide MEGaP with a statement of the circumstances and grounds for of the divorce and be cleared by MEGaP before being considered for an appointment (See 430.2.8.).

He/she also may not remarry unless MEGaP has cleared them reviewed the case and determined that the minister has scriptural grounds for remarriage. If a minister's fiancé(e) has been divorced and the former spouse still lives, his/her fiancé(e)'s divorce must be cleared by MEGaP prior to marrying. A minister who marries contrary to these guidelines shall be subject to discipline and shall not be re-appointed by the conference until cleared by MEGaP.

If the divorce of a minister (or his/her new spouse) is not cleared, he/she is not in good standing with the conference and shall withdraw from and return his/her credentials to the conference. He/she can be approved for lay membership in a local church.

## ¶820 COMMISSIONED MINISTERS

**In order to become a commissioned minister, a ministerial candidate must:**

**Receive the church's confirmation of suitability for commissioned ministry by being:**

- a ministerial candidate in good standing;

- (if married after becoming a ministerial candidate) spouse and ministerial candidate together meeting with a MEGaP subcommittee for spousal support interview
- interviewed and recommended by the MEGaP committee for commissioned ministry;
- approved by the general conference or its board of administration for honorary membership in the conference and the commissioned ministry;
- commissioned by the bishop or the bishop's appointee.

## ¶821 COMMISSIONED MINISTERS BECOMING ORDAINED MINISTERS

In order for commissioned ministers to become ordained ministers, they must:

- be a commissioned minister in good standing;
- have completed the following prescribed core courses within an accredited and approved (by MEGaP) seminary, college, or directed study program. These minimum credits shall include:
  - Biblical studies (9);
  - Church history (3);
  - Evangelism/church growth/planting (3);
  - Leadership/administration (3);
  - Pastoral theology and practical studies (6);
  - The balance shall be electives distributed among the following three areas: biblical studies, theology, practical studies (12 credits). (Elective courses taken to meet commissioned ministry requirements can be counted toward this requirement.);
- have completed four years of ministry experience under (conference) supervision. Once a lay minister has been approved as a ministerial candidate and has been appointed at a local church, retroactive ministry experience equivalency credits may be granted by the director of personnel on an individual case-by-case basis, upon written request.
- (if married after becoming a commissioned minister) spouse and ministerial candidate together meeting with a MEGaP subcommittee for spousal support interview
- be certified by the director of personnel's office;
- be interviewed and recommended by the MEGaP committee to membership in the conference and ordination;
- by action of the general conference or its board of administration be a member of a conference;
- be ordained by the bishop or the bishop's appointee;
- commit to annually file a continuing education plan with the director of personnel's office and fulfill it as a condition of maintaining good standing in the conference.

## ¶825 ORDAINED MINISTERS

**In order to become an ordained minister, a ministerial candidate must:**

**Receive the church's confirmation of suitability for ordained ministry by being:**

- a ministerial candidate in good standing;
- able to demonstrate leadership ability by establishing and multiplying a small group;
- (if married after becoming a ministerial candidate) spouse and ministerial candidate together meeting with a MEGaP subcommittee for spousal support interview
- interviewed and recommended by the MEGaP committee to membership in the conference and ordination;
- approved by the general conference or its board of administration for membership in the conference and ordination;
- ordained by the bishop

## **¶835 RECEPTION FROM OTHER DENOMINATIONS AND FROM OTHER FREE METHODIST CONFERENCES**

Ministers from other churches and from other Free Methodist conferences who desire to unite with The Free Methodist Church in Canada may be received according to our procedures, provided that they:

- submit a resume (Candidates are encouraged to attach personality/ministry aptitude inventory results.)
- give evidence of appropriate gifts, graces, and usefulness;
- satisfy the conference of holding ministerial orders with another denomination;
- give satisfactory answers to the questions that we ask of lay members for membership (see ¶161) and sign a statement of affirmation (see ¶872);
- complete the Family of Origin assignment
- complete the SHAPE profile
- completed Myers-Briggs Type Indicator© inventory
- submit full academic transcripts to the director of personnel's office;
- complete the Heart of Canadian Free Methodism and the Wesleyan Theology (if no equivalency credit has been granted) foundational courses within three years of being appointed as a supply;
- commit to complete the Personal and Church Stewardship and the Culture and the Missional Church foundational courses as required continuing education units (CEUs) within three years of completing the transfer;
- be certified by the director of personnel's office, interviewed and recommended by the MEGaP committee.

## **¶852 SPECIAL APPOINTMENTS**

### **CHURCH PLANTERS**

Ministers who are planting churches may be granted special appointments to the setting (neighbourhood, village, town) where they are working to establish a church plant.

## **¶853 SPECIAL RELATIONSHIPS**

### **IN TRANSITION**

A minister who has been released from an appointment shall be listed as "in transition." After two years of being in transition, ministers without an appointment shall be located at a local church, be listed as retired, or shall deposit their credentials according to the provisions of ¶845. Ministers who do not indicate a preference at that time will have their credentials deposited.

### **LOCATED**

Located ministers are ordained persons who are not available to be appointed and so are located with their membership at a local church. Once located, they are eligible to vote and to hold office at the local church, and no longer eligible to vote at conference. They shall be accountable for their service to the local church but, with respect to their doctrine, character and conduct, they shall be accountable to the MEGaP committee.

## ¶860 OFFICE OF BISHOP

The bishop is elected to serve the church as an overseer. This ordained minister (~~elder~~) functions as a teacher and defender of the faith, a general shepherd, a pastor to the pastors, and an administrator who by good example and faithful application of *The Manual* assures the order of the church. The bishop is to inspire the church by preaching and being an example of one who carries out Christ's great commission.

As the national pastoral leader and chief executive officer of The Free Methodist Church in Canada, the bishop's ministry of leadership encompasses spiritual, governance, administrative and representative dimensions. Overseeing a broad range of persons, teams and activities, the primary responsibilities of the bishop include the development of the spiritual vitality, the administrative effectiveness and the strategic direction of the national church. As chair of the general conference and chief executive officer of The Free Methodist Church in Canada and national leadership team, the bishop guides in the creation of vision and mission for the church today and in the future, leading to the growth and development of the church in Canada. The board of administration is responsible to ensure that a more detailed job description is kept current. ~~A more detailed job description exists; the following serves as a general position description.~~

### **Position Description**

- ~~Is an ordained minister elected by the general conference or in the interim by the process described below. Each term of office shall be until the closing of the next general conference.~~
- ~~Is directly responsible to the general conference/BOA.~~
- ~~Is *primarily* responsible to:~~
  - ~~— Oversee and assist with the work of the national leadership team and the network leaders;~~
  - ~~— Be the national vision caster through strategic planning, policy development, public ministry and use of media;~~
  - ~~— Represent the denomination at (inter)denominational events;~~
  - ~~— Ordain/commission ministers;~~
  - ~~— Oversee the appointment activities of the conference, including the discipline of pastors and chair MEGaP committee for these items; Oversee the professional development of ministry personnel;~~
  - ~~— Fulfill other responsibilities assigned by the *The Manual* or the BOA.~~
- ~~Is *secondarily* responsible to:~~
  - ~~— Assist with the recruitment of potential pastors;~~
  - ~~— Dedicate facilities, celebrate church anniversaries, and attend funerals of members of conference, where possible~~
  - ~~— Chair the study commission on doctrine~~
  - ~~Assist in a local church situation when requested by the church or a network leader.~~

### **Process for the Election of a Bishop**

A bishop will normally indicate to the board of administration no later than six months in advance of a general conference if he/she does not intend to stand for re-election.

When a bishop declines to stand for re-election or when it otherwise becomes necessary to elect a bishop ~~between general conferences~~, the following process will be followed:

- 1) A bishop's search committee of no less than four persons will be elected by the board of administration.
- 2) The search committee will survey all lay/ministerial delegates of the general conference for "suggestions" of Free Methodist ordained ministers to be considered.
- 3) The search committee will process the suggestions and from a short list, identify not more than three candidates to nominate for election.
- 4) The nomination(s) will be submitted to the general conference for election. To be elected an ordained minister must receive at least a majority vote.
- 5) The election shall be completed prior to the meeting of the general conference by a deadline set by the board of administration.
- 6) The board of administration shall ensure that there is a method to confidentially receive and record votes from the lay/ministerial delegates of the general conference. ~~In the event that an election must be held between general conferences, a registered mail "mail vote" may be conducted. The ballots will be sent by registered mail to be processed by two scrutineers (1 lay, 1 clergy) appointed by the board of administration. In the event that an election does not occur, the mail ballot process will continue until there is an election.~~
- 7) The results of the election will be reported to lay/pastoral delegates of the general conference.
- 8) The incumbent bishop will provide orientation to the bishop-elect in the months prior to the meeting of the general conference.
- 9) The bishop-elect will normally be consecrated when the general conference meets or, if necessary, at another time arranged by the board of administration. He/she will not be employed by the general conference until he/she has been consecrated.
- 10) The bishop-elect assumes office at the conclusion of his/her consecration.

~~The ordained minister elected shall serve as bishop until the closing of the next general conference.~~

If the bishop's office is vacated within six months prior to a general conference, it shall be left vacant for the ensuing general conference to fill.

Bishops shall be amenable to the conference for their character and for the discharge of the duties. They shall report at least annually to the board of administration on the state of the work.

~~Bishops may retire at the general conference following their 62<sup>nd</sup> birthday. They may retire at any time because of failing health. The board of administration shall determine any question of disability.~~ When bishops or former bishops retire, they shall be given the title of Bishop Emeritus provided they have served the church as bishop for a minimum of six years.

The salary of a bishop shall be raised in the CORE budget. The management committee (with input from the personnel committee) has authority to establish the salary of the bishop. Upon retirement the bishop shall receive a pension in accordance with the Ministers Pension Plan of The Free Methodist Church in Canada.

**¶870B DISCERNING THE CALL OF GOD**

**Leadership Development Plan (LDP)  
The Free Methodist Church in Canada™**

<b>THE LOCAL CHURCH</b>		
<b>MEGaP partners with local church discernment team</b>		
<b>SECTION I</b>	<b>SECTION II</b>	<b>SECTION III</b>
<p>Call to Ministry Discernment Begins <b>Focus</b> Lay Minister's License <b>MY SENSE OF CALL</b> <b>Interview #1</b></p>	<p>Discernment Continues <b>Focus</b> Pre-Ministerial Candidate <b>COMMUNITY AFFIRMS</b> <b>Interview #2</b></p>	<p>Call Clarified <b>Focus</b> Complete Ministerial Candidate <b>CALL TAKES SHAPE</b> <b>Interview #3</b> (+2 MEGaP)</p>
<p>Discern a call to lead locally and globally <b>Follow</b> LDP Handbook Section I ¶810 Begin Discipleship Checklist <b>Interview #1</b> Local discernment team <b>The Finish:</b> Result: Recommended as a Lay Minister OB issues LM License ¶381a</p>	<p>Local Church affirms call <b>Follow</b> LDP Handbook Section II ¶815 Complete Discipleship Checklist Begin 4 MC courses Meets regularly with pastoral mentor <b>Interview #2</b> Local discernment team <b>The Finish:</b> Result: OB issues recommendation for MC ¶383b</p>	<p>Call begins to take shape <b>Follow</b> LDP Handbook Section III 4 MC courses complete CM courses continue ¶820 OR OM courses continue ¶825 <b>Interview #3</b> Local discernment team plus two MEGaP members <b>The Finish:</b> Result: Recommended to Regional MEGaP for Ministerial Candidate BOA approved</p>

**¶879 LETTER OF UNDERSTANDING TEMPLATE**

A Letter of Understanding Template is available on the FMCiC website at:  
<http://fmcic.ca/chapter-8-forms/>

**¶880 TERMINATION OF EMPLOYMENT AGREEMENT**

A Termination of Employment Template is available on the FMCiC website at: <http://fmcic.ca/chapter-8-forms/>