



COMMITTEE ON MINISTRY, SECTION A
Co- Chair: Rev. Carol Barriger **Co Chair:** Doug Leich
Appointment Scheduler: Barbara Colliander
Conference Staff: Miranda Samaile

MEMBER IN DISCERNMENT RENEWAL DOCUMENT CHECKLIST

Candidate Name:

Appointment Date:

Email Address:

Local Church:

The following is a checklist of the required documents for your meeting with the Committee on Ministry, Section A. All documents are due **in order to schedule your appointment**. Letters of reference must have a written signature and be scanned, or mailed. As of July 2016, all members in discernment are required to complete one unit of Clinical Pastoral Education before their Ordination Interview. For a listing of CPE centers and programs look here: <http://www.pacificregionacpe.org/centersPrint.php>

Submit your checklist materials by email or mail to Miranda Samaile: miranda@ncnucucc.org or 16190 Foothill Blvd., San Leandro, CA 94578. If at any time you want to check on the status of your checklist you may email or call, (510) 247-8990.

- 1. Confirmation of a completed background screening, and \$12.50 payment
- 2. A one page summary of your activities over the past year
- 3. A two page statement of your evolving theology, and reflections on your faith journey.
- 4. A written reference from your assigned clergy mentor.
- 5. Two additional references from any of the following: professor, academic advisor, field education supervisor, CPE supervisor, or other (specify role).
- 6. A complete vocational psychological assessment.
- 7. If you have been attending seminary or a theological education program your: Middler review, updated transcript, and description of your plan for future academic studies.
- 8. Evaluations from any field education, or internship placements.
- 9. Completed Mandated Reporter training. (*The free, online training is available here:* <http://www.mandatedreporterca.com/training/generaltraining.htm>)

Please visit the Conference website to see upcoming boundary training dates and to register to attend. www.ncnucucc.org/life-long-learning (You may also [subscribe to the NCNC newsletter](#) to keep current on upcoming boundary training events).