

## **Summary of Requirements for Ordination In ABC Rochester/Genesee Region**

### **The candidate must...**

- Be a member in good standing in an ABCRGR church for at least one year prior to ordination.
- Provide a letter of sponsorship from home church (see “home church” below)
- Communicate and meet regularly with assigned mentor throughout the process.
- Communicate and meet regularly with pastor of home church or a designee throughout process.
- Sign the ABCRGR ministerial code of ethics
- Provide official transcripts of M.Div. or equivalent to executive minister.
- Complete background authorization check sent to candidate upon onset of process.
- Complete a Center for Ministry review at an ABC-approved center and provide evaluation to executive minister.
- Successfully complete an approved course in American Baptist History and Polity and send documentation to executive minister.
- Successfully complete one unit of CPE.
- Successfully complete Field Education/Supervised Ministry.
- Complete a Ministerial Boundaries training through ABCRGR or provide documentation of attendance of one in another region or denomination within the timeframe of the ordination process.
- Attend Orientation to American Baptist Life (OTABL), the ABC Biennial Mission Summit, or an ABCRGR event approved for this purpose by the ABCRGR executive minister and complete a reflection paper on the experience.
- Complete the ordination paper.
- Meet with the Ordination Review Committee at least twice: once at the beginning of the process, and once when the ordination paper and all other elements of the process are complete. (Additional meetings may be scheduled as needed.)
- Successfully complete the permanent council meeting.

### **The home church must...**

- Provide a letter of sponsorship about the candidate to the executive minister at the onset of the candidate’s process. (Form will be sent to church pastor.)
- Provide spiritual support to candidate throughout the process, including regular check-ins with the candidate.

### **The pastor or designee must ...**

- Support the candidate in the writing of her/his ordination paper, working alongside the candidate’s mentor in the process.
- Send an annual evaluation of the candidate to the executive minister (form provided by the executive minister).

- Sign off on the candidate's paper being sent to the Ordination Review Committee. (Form will be sent to the church pastor.)
- (May) attend the candidate's conversation with the Ordination Review Committee. The pastor/designee will be invited to give comments at the end of the meeting, prior to the ORC's deliberation.
- Work with the executive minister to schedule a permanent council meeting, when appropriate. The region office sends out the notice but it is sent under the name of the pastor and church.
- Attend, with church delegates, the permanent council meeting to support the candidate as well as participate in the vote.
- Plan and host the ordination service. The church invites other region churches by providing complete information to the region office for the office to distribute.

**The mentor must...**

- Have regularly-scheduled meetings with the candidate for the purpose of:
  - Spiritual support
  - Encouraging the candidate to attend to all elements of the process in a timely fashion
  - Helping the candidate to deepen her or his understanding of the act of ordination
  - Helping the candidate deepen her or his understanding of, and ability to articulate, her or his call to ministry
  - Working with the candidate on the ordination paper
  - Consulting with the candidate's pastor as needed on areas of concern, support, or in the process of the writing of the paper
- Complete an annual evaluation for the executive minister (form provided and dates set by executive minister)
- Sign off on the submission of the candidate's paper to the Ordination Review Committee (form provided by executive minister when appropriate)
- (May) attend the candidate's conversation with the Ordination Review Committee. The mentor will be invited to give comments at the end of the meeting, prior to the ORC's deliberation.
- (May) attend the permanent council meeting to provide support to the candidate. May also vote if the mentor meets the requirements for permanent council delegates.