Provisional Member Checklist

☐ Complete **two consecutive years full-time service** (from date of commissioning to date of ordination) under Episcopal appointment following completion of theological education

☐ Attend Residency Program Orientation Retreat, during which Covenant Groups and Mentors are introduced.

  ☐ Establish a lay consultation team (LCT) from your local church of 5 to 7 persons
  ☐ The BOM will assign a Residency Effectiveness Team (RET) made up of your district superintendent, two members of the BOM, an ordained clergy, and a lay consultation team representative
  ☐ Learn more about yourself and others through a Birkman assessment and coaching session during one group session

☐ Continue meeting with **Residency Covenant Group and Mentor** throughout two years of residency (a minimum of 9 sessions total: 6 in the first year, 3 in the second year)

☐ Participate in a mission trip sponsored by the Cabinet

☐ **Access on-line ordination and full membership requirements** and prepare for BOM triad and interviews.

☐ Request **letters of recommendation (check with BOM Registrar for deadlines)**
  ☐ from your **Senior Pastor** (if you serve as an associate) arrange to be sent directly to **BOM Registrar**
  ☐ from your **Mentor**; arrange to be sent directly to **BOM Registrar**
  ☐ BOM Registrar will request a recommendation letter from the Cabinet. The letter will be sent directly to the BOM Registrar.

☐ Prepare for BOM ordination and full membership interviews with mentor

  ☐ Write first draft of answers to **Disciplinary questions** (deacons answer **Discipline ¶ 330.5.a, b, and c; elders answer **Discipline ¶ 335.7.a, b, and c**); review with mentor
  ☐ Complete any other specific written recommendations or requirements you received from BOM during or following commissioning and provisional membership interviews

☐ Arrange for the completed ordination packet, including medical forms and transcripts to be sent directly to **BOM Registrar** by the deadline.

☐ Complete and send the following forms **directly to the Candidacy and Recruitment Assistant**

  ☐ “Consent to Perform Criminal History and Background Check” form
  ☐ “Authorization for Release of Records and Waiver of Confidentiality” form

☐ If **Psychological Assessment** is required, you will be contacted by the **Candidacy and Recruitment Assistant**. Report will be sent directly to BOM Psychological Chairperson.
Provisional Member Checklist

☐ Meet with the Resident Effectiveness Team [RET] at your ministry site.
☐ In the fall of year one: Interviews with District Superintendent, RET and senior pastor. Develop growth plan.
☐ In the spring of the second year: Interviews with RET, District Superintendent and senior pastor. Review of disciplinary questions, project, growth plan.

☐ Prepare for BOM ordination and full membership interviews. One of the BOM Vice Chairpersons will contact you with your interview date and time. Review your responses to the Disciplinary questions; act on advice from your RET; and be prepared to clearly and concisely express your effectiveness in ministry.

☐ Attend BOM ordination and full membership interviews. You will be briefly introduced to the large (70+) Board of Ordained Ministry and accompanied to your interview by your RET team convener.
☐ 2/3 written vote required (¶ 335)

☐ If recommended for ordination and full membership by the BOM and approved by the clergy session of annual conference, you will be ordained during annual conference (May/June).