



THE DIOCESE OF NORTHERN INDIANA

ORDINATION GUIDELINES

PRIESTHOOD

Dear friend in Christ,

The fact you hold this booklet in your hand means that you are embarking on a journey - a journey of discovery, of listening for the Lord's voice. What is Jesus' call to you? To serve him as a member of the laity, "bear[ing] witness to him wherever [you] may be" (BCP, p. 855)? To follow him "as a servant of those in need" (BCP, p. 356) as a deacon? To lead the body of Christ as a priest, in a ministry that encompasses preaching and teaching, caring for God's people, celebrating the sacraments, and above all "proclaim [ing] by word and deed the Gospel of Jesus Christ" (BCP, p. 531)? Over the months, you will be challenged and stretched as you seek to discern God's will for your life. Along the way, fellow pilgrims will listen with you: your priest, members of your congregation, the diocesan Commission on Ministry, the Bishop. You do not travel this journey alone, but in company with brothers and sisters! Above all, you travel with Jesus, who invites us all to set out with him on apostolic mission: "Follow me, and I will make you fish for people" (Matthew 4:17).

Included in this booklet is an outline of the process of discernment, the period during which you ask: What is the ministry to which Jesus calls me? The first page is a simple, three-part summary (Discovery, Discernment, and Decision) of the process. It is followed by a checklist version of the same summary, to help you to keep track of key components. The guidelines for a parish discernment group are provided to assist members of your congregation as they spend prayerful time with you. Finally, we've included the relevant canons (the laws which govern the Episcopal Church), so that you can see how this process fits into the "big picture" of the church's life.

The Diocese of Northern Indiana is looking for men and women who embody our "core values," the principles that motivate our ministry. These values present a challenge and an encouragement to *all* of us - laypersons, bishops, priests, and deacons:

- A passion for the Gospel of Jesus Christ
- A heart for the lost
- A willingness to do whatever it takes
- A commitment to one another

May you be enriched and strengthened during this time of discernment, and led more deeply into your life as a disciple of the Lord Jesus Christ.

Yours in Christ,

The Rt. Rev. Edward S. Little II
Bishop of Northern Indiana

Priesthood (III.8)

Discovery & Discernment

Meet with your priest to discuss the possibility that God may be calling you to serve in the Priesthood. This will require several meetings.

With your priest's permission, set up an appointment with the Bishop. If you are married, your spouse should accompany you to this meeting.

At the Bishop's recommendation, contact the chair of the Commission on Ministry (COM) to make an appointment to meet with a subcommittee of the COM. If you are married, your spouse should accompany you to this meeting. The Commission will make a recommendation to the Bishop about your desire to enter a formal period of discernment.

The formal period of discernment is a very important time of prayer and listening in which one seeks more deeply to understand the nature of the Lord's call.

When you enter formal discernment, the Commission will assign a mentor to you. The mentor will assist you in the ordination process, and, when possible, attend the meetings of your Parish Discernment Group (PDG), providing reports to the COM about your progress.

During formal discernment, you will meet with your priest and other members of your discernment group, to discuss the nature and scope of lay and ordained ministry. The amount of time needed for this period of discernment varies.

During the discernment period, the following things must be accomplished: (1) a thorough background check; (2) a medical evaluation; (3) a psychological evaluation; (4) the Information Form; (5) sign and return the Release form; and (6) transcripts of any undergraduate and graduate work must be sent to the Diocesan Office.

Attending seminary is the customary way of academic and spiritual formation for the Priesthood. The various possibilities for your formation are discussed with your priest and the Bishop, with the Bishop making the final decision about priestly formation, whether it is at seminary or in the Northern Indiana School of Theology (NI SoT).

As the period of discernment concludes, your priest and Vestry will receive the report of the PDG and consider your nomination for Postulancy for the Priesthood. After you are nominated by your priest and Vestry, you will need to confer again with the Bishop, before being invited for a postulancy interview with the whole COM. After that interview, the COM will make a recommendation to the Bishop about your admission to Postulancy.

Postulancy & Candidacy

Postulancy is a period of no less than six (6) months for the exploration and decision on a Postulant's call to the Priesthood. Candidacy is a time, no less than six (6) months, of formation and preparation for ordination to the Priesthood.

A Postulant who desires to be considered as a Candidate for ordination to the Priesthood shall apply to the Bishop. The application shall be in writing, and include: (1) the date of admission to Postulancy; and (2) an endorsement from the Postulant's parish signed by two-thirds of the

Vestry and the priest. The COM is provided with statements attesting to your continuing formation, and readiness for Candidacy. The Bishop may then admit you as a Candidate for ordination to the Priesthood. Candidates for ordination to the Priesthood remain in canonical relationship with the Diocese until ordination to the Diaconate.

During Postulancy and Candidacy, you are required to communicate with the Bishop four (4) times a year at the Ember Weeks, reflecting on your academic, spiritual, and personal development. From time to time during the period of Postulancy and Candidacy, you will meet with the COM and the Standing Committee.

Ordination to the Diaconate

A Candidate for ordination to the Priesthood must first be ordained to the Diaconate. No Candidate shall be ordained Deacon within six (6) months of admission as a Candidate nor within one (1) year of admission as a Postulant. Candidates for ordination to the Priesthood must be at least twenty-one years old before ordination to the Diaconate.

The medical and psychological examinations, and the background check must be updated before the Candidate makes application for ordination to the Diaconate.

The Candidate's application shall include: (1) a letter to the Bishop requesting ordination to the Diaconate under III.8; (2) dates of admission to Postulancy and Candidacy; and (3) a letter of support from your parish signed by two-thirds of the Vestry and the priest. The seminary or other formation program provides an evaluation, including your scholastic record, and a recommendation as to your personal qualifications for ordination to the Diaconate. The COM provides an evaluation of your readiness for ordination to the Diaconate.

The Standing Committee shall receive the application and other documents. A majority of the Standing Committee must consent, certifying that the canonical requirements for ordination to the Diaconate have been satisfied. Their consent is submitted to the Bishop in the prescribed testimonial form.

Ordination to the Priesthood

Canon III.8.7 outlines the requirements for ordination to the Priesthood. You must have served as a Deacon for at least six (6) months, and you must be at least twenty-four years old before ordination to the Priesthood.

If the medical and psychological examinations, and the background check are more than three (3) years old, they must be updated before the Candidate makes application for ordination to the Priesthood.

Each newly-ordained Priest will be assigned an experienced priest as a mentor for at least one (1) year to provide guidance and information about priestly life and work. (III.9.2)

A Checklist for the Priesthood Ordination Process

Discernment & Nomination

- _____ Meetings with your Rector/Vicar to discuss vocation to the Priesthood.
- _____ Meeting with Bishop to discuss entering the discernment phase. Date: _____
- _____ Meeting with Commission on Ministry for Discernment Interview. Date: _____
- _____ Meetings with Parish Discernment Group.
- _____ Nomination for Postulancy by Vestry. Date: _____
- _____ Send acceptance of nomination to the Diocesan Office. Date: _____
- _____ Have transcripts of undergraduate and graduate work sent to the Bishop's Office.
- _____ Request the Bishop's Office to initiate background check.
- _____ Medical check-up/evaluation with your physician. Date: _____
Get the required form from the Bishop's Office
- _____ Psychological evaluation. Date: _____
Arrange this through the Bishop's Office
- _____ Complete Information Form, with spiritual autobiography, and send to the Bishop's Office.
- _____ Postulancy interview with the Commission on Ministry. Date: _____

Postulancy - Date of Admission: _____

- _____ Endorsement for Candidacy from Vestry. Date: _____
- _____ Meet with the Bishop to discuss formation and training. Date: _____
- _____ Meet with the Commission on Ministry for Candidacy interview. Date: _____
- _____ Communicate with the Bishop at the four Embertides each year.

Candidacy - Date of Admission: _____

- _____ Communicate with the Bishop at the four Embertides each year.
- _____ Update background check, medical evaluation, and psychological evaluation when these are more than three years old.
- _____ Certification of required training in abuse prevention, anti-racism, and Title IV.
- _____ Meet with the Commission on Ministry and Standing Committee from time to time.
- _____ Certificate of endorsement for ordination from Vestry. Date: _____
- _____ Apply to the Bishop for ordination to the Diaconate. Date: _____
- _____ During your Diaconate, apply to the Bishop for ordination to the Priesthood; *qv*, III.8.7

The Parish Discernment Group

Discerning God's call to ordained ministry includes the prayerful reflection of several persons within the community of faith including the nominee, rector, Bishop, members of the Commission on Ministry (COM), and the Parish Discernment Group (PDG). In our diocese this discernment process is normally six to twelve months. During this time the applicant will meet with the PDG on a regular basis, complete the Social History application and spiritual autobiography, request that transcripts be sent to the diocesan office, complete canonical forms, submit to physical and psychological evaluations, and a background check.

Your Part of the Discernment Process

The task of the PDG is to offer encouragement, counsel and raise issues and themes of ministry for discussion with the nominee. Note that all of us, by our baptisms, have been called to ministry. It is the task of the nominee, through discussions and evaluations, to continue to discern during these months whether the call is specifically to ordained ministry.

If, after the time of discernment, the nominee is admitted as a postulant, the PDG may remain in contact through occasional meetings throughout the process leading to ordination. If the decision is that the nominee should not be admitted to postulancy, know that no one has failed. God will indeed be working his purposes out, and the time of discernment will bear its own fruits in the nominee's life.

Thank you for your willingness to be a part of the PDG. Your commitment means that you will be walking beside the nominee for Holy Orders during a significant time in that person's spiritual journey.

Procedure

The PDG should meet with the nominee on a regular basis (6 – 12 times). It is appropriate that rector and, if married, spouse, should participate in some of these meetings. A list of topics along with prayers and scripture lessons follows to aid in your discussion. It is hoped that the gatherings will gradually become a community of sharing benefiting both nominee and members of the PDG. It is important that confidentiality be kept within the group.

One member of the PDG should chair each meeting. This person will begin and end with prayer, introduce the theme for discussion, keep it "on track" and see that meetings begin and conclude on time. Notes should be kept during each meeting to help the PDG prepare its written recommendation to the vestry. This document will also be made available to the COM and the Bishop.

Any concerns about the process or the nominee should be addressed as they occur to the chair of the COM.

SUGGESTED TOPICS FOR PARISH DISCERNMENT GROUPS

Topic 1: Telling Your Story

Opening Collect (O.C.) #58 For Guidance. BCP, p. 832
Closing Prayer (C.P.) #61 A Prayer of Self-Dedication, p. 832
Scripture: Matthew 13:44-45
Discussion: *How have you experienced the Holy in your life?*
What has been your experience of the Church?
How have you perceived God's call to you?

Topic 2: Ordained Ministry

O.C. For the Ministry II, BCP, p. 256. C.P. Litany for Ordinations, p. 548
Scripture: John 6:35-40; 6:65-69; 10:11-18; 21:15-19
See also Catechism, p. 856; The Examination from the Ordinal – Priest, p. 531, Deacon, p. 543
Discussion: *What is ordained ministry? What are your gifts for ordained ministry?*

Topic 3: Lay Ministry

O.C. Prayer for Baptism, BCP, p. 418. C.P. A Song of Creation, p. 88
Scripture: Ephesians 4:1-16; John 15:1-17, See also Catechism, p. 855
Discussion: *How does lay ministry differ from ordained ministry?*
In what ministries have you been involved? How has ministry affected your life?

Topic 4: Prayer Life

O.C. Proper 22, BCP, p. 234. C.P. The Lord's Prayer, p. 364
Scripture: Romans 8:24-28; Colossians 1:9-23; See also Catechism, p. 856
Discussion: *What is your experience of personal and public prayer?*
How is prayer a part of your daily life? What does it mean to pray?

Topic 5: Worship Life

O.C. For the Unity of the Church, BCP, p. 255; C.P. #10 For the Diocese, p. 817
Scripture: I Corinthians 11:23-26; Psalms 122, 84
Discussion: *How have you experienced public worship? What is your experience of worship?*
What is the most important part of worship for you?

Topic 6: Spiritual Gifts

O.C. #2 Of the Holy Spirit, BCP, p. 200. C.P. Day of Pentecost #2, p. 175
Scripture: I Corinthians 12:1-11; See also Catechism, p. 852
Discussion: *What are your spiritual gifts? How is the Holy Spirit active in your ministry?*

Topic 7: Service

O.C. #22 For Social Service, BCP, p. 260. C.P. #62 Prayer of St. Francis, p. 833

Scripture: Matthew 25:31-35; Mark 9:33-37

Discussion: *What does it mean to serve God? How have you served God?*

Topic 8: Myers-Briggs Assessment (Contact the Rev. SuzeAnne Silla, Canon to the Ordinary, (574) 233-6489, canon@ednin.org)

O.C. #54 For Those We Love, BCP, p. 831. C.P. Collect for Guidance, p. 100

Scripture: Psalm 139

Discussion: *Given your "personality type," what does this say about your style of leadership? What are the plusses and minuses for your ministry?*

Topic 9: Study/Reading

O.C. #23 For Education, BCP, p. 261. C.P. Proper 28, p. 236

Scripture: Matthew 13:47-52

Discussion: *What are your study habits? What have you been reading lately? How do you get your information? What is your experience of Scripture study?*

Topic 10: Family and Relationships

O.C. #54 For Those We Love, BCP, p. 831. C.P. #45 For Families, p. 831

Scripture: I Thessalonians 1

Discussion: *What does your family think about your call to ministry? What are the potential costs of ordained ministry for your family and friends?*

Topic 11: Mission/Outreach

O.C. Collect for Mission II, BCP, p. 100. C.P. Collect for Mission III, p. 101

Scripture: Matthew 28:16-20; See also Catechism, Mission of the Church, p. 855

Discussion: *What is your experience of mission and ministry outside the parish? How are you called to evangelize? How important is evangelism?*

Topic 12: Endings and Beginnings

O.C. Epiphany VIII, BCP, p. 216. C.P. Litany of Thanksgiving II, p. 836

Scripture: Matthew 13:31-33; 16:21-28

Discussion: *How has this group been helpful to you? What have you learned about others and yourself? How will discernment continue to be a part of your life?*



Nomination of Postulant for Ordination to the Priesthood

Canon III.8.3

To: The Right Reverend Edward S Little II
Bishop of Northern Indiana
The Diocese of Northern Indiana
117 North Lafayette Boulevard
South Bend IN 46601-1587

The following member of _____, in the Diocese of Northern Indiana, is nominated hereby to be a Postulant for ordination to the Sacred Order of Priests of The Episcopal Church. In the name of this congregation, we offer our prayers, support, counsel, and other participation in the formation and training of this nominee for the Priesthood.

Full Name _____

Baptized Date _____

Place _____

Confirmed Where _____

When _____

By whom _____

Date of Birth _____

Place of Birth _____

Years in the Diocese _____ *Parish* _____

Education High School _____

College(s), _____

Degrees, & _____

Areas of _____

Study * _____

* *The nominee must request that official transcripts of any undergraduate and graduate work be sent to the Diocesan Office at the above address.*

Has this person applied previously for Postulancy, or been nominated before, in this or any other Diocese of the Church? Yes No *Please attach a statement of explanation if previous application or nomination has been made.*

We, the undersigned, being two-thirds of the members of the Vestry of _____
_____ in _____,
Indiana, in the Diocese of Northern Indiana, at a duly convened meeting, do hereby express our support of the nomination of _____
to be a Postulant for ordination to the Priesthood in The Episcopal Church.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Rector, Vicar, or Priest-in-Charge

Clerk

Date

Number of Vestry Members



Acceptance of Nomination for Postulancy for Ordination to the Priesthood

To: The Right Rev'd Edward S Little II
Bishop of Northern Indiana
The Diocese of Northern Indiana
117 North Lafayette Boulevard
South Bend IN 46601-1587

I hereby accept this nomination for Postulancy for ordination to the Priesthood by the Vestry and Priest of _____, in the Diocese of Northern Indiana. I ask your prayers, guidance, and support as I seek to try my vocation as a Priest of the Church.

Signature of Nominee

Print Name

Date



Vestry Endorsement of Candidacy for Ordination to the Priesthood
Canon III.8

We, the undersigned, being two-thirds of the members of the Vestry of _____
_____ in _____,
Indiana, in the Diocese of Northern Indiana, at a duly convened meeting, do hereby reaffirm our
support of _____, a Postulant, to
be admitted as a Candidate for ordination to the Priesthood in The Episcopal Church.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Rector, Vicar, or Priest-in-Charge

Clerk

Date

Number of Vestry Members

I hereby certify that _____ is a member of _____ in _____, Indiana and an adult confirmed communicant in good standing; that the foregoing certificate was signed at a meeting of the Vestry duly convened at _____ on the _____ day of _____, _____, and that the names attached are those of all, or a two-thirds majority of all, the members of the Vestry.

Clerk of the Vestry

Rector or Vicar

Number of Vestry Members



Vestry Endorsement for Ordination to the Sacred Order of Priests

To: The Standing Committee
The Diocese of Northern Indiana
117 North Lafayette Boulevard
South Bend IN 46601-1587

We, the undersigned members of the Vestry of _____
_____ in _____, do
certify that, after due inquiry, are well assured and believe that the Reverend
_____, Deacon
since the _____ day of _____ in the year,
_____, being the date of ordination to the Diaconate, has lived a sober,
honest, and godly life, and has not written, taught, or held anything contrary to the
Doctrine, Discipline, and Worship of this Church. And, moreover, we think the
Reverend _____ a person
worthy to be admitted to the Sacred Order of Priests.

I hereby certify that _____ is a member of _____ in _____, Indiana and an adult confirmed communicant in good standing; that the foregoing certificate was signed at a meeting of the Vestry duly convened at _____ on the _____ day of _____, _____, and that the names attached are those of all, or a two-thirds majority of all, the members of the Vestry.

Clerk of the Vestry

Rector or Vicar

Number of Vestry Members

I hereby certify that the Reverend _____
is a resident of _____ Parish in
_____ ; that the foregoing certificate was signed at a meeting of
the Vestry duly convened at _____ on
the _____ day of _____ , _____ ; and that the
names attached are those of all, or a two-thirds majority of all, the members of the Vestry.

Clerk of the Vestry

Rector or Vicar

Number of Vestry Members

Contact Persons

Commission on Ministry

The Rev. Dr. James H. Warnock
2365 N. Miller Avenue
Marion, IN 46952
E-mail: frjimwarnock@gmail.com
Cell: (765) 661-9855

Diocesan Office

The Right Reverend Edward S. Little II
117 N. Lafayette Blvd.
South Bend, IN 46601
E-mail: bishop@ednin.org
Office: (574) 233-6489

The Reverend Canon SuzeAnne Silla
117 N. Lafayette Blvd.
South Bend, IN 46601
E-mail: canon@ednin.org
Office: (574) 233-6489

Vocations Director

The Reverend Henry G. Randolph, Jr.
St. David's Parish
26824 County Road 4, W
Elkhart, IN 46514-5851
E-mail: vocdir@stdavidelkhart.org
Office: (574) 264-4039

Title III

Title III of the Canons governs the ordination process for the Diaconate and the Priesthood of The Episcopal Church. The applicable canons that effect your journey to ordination are reproduced on the following pages. It is recommended that you read through these canons and refer to them during the ordination process. It is recommended also that you have a copy of the latest edition of Constitution and Canons. Check with your priest about how to order a copy. They are also available for free download at www.churchpublishing.org.

**TITLE III
MINISTRY**

CANON 1: Of the Ministry of All Baptized Persons

Sec. 1. Each Diocese shall make provision for the affirmation and development of the ministry of all baptized persons, including: Responsibility of Diocese.

(a) Assistance in understanding that all baptized persons are called to minister in Christ's name, to identify their gifts with the help of the Church and to serve Christ's mission at all times and in all places.

(b) Assistance in understanding that all baptized persons are called to sustain their ministries through commitment to life-long Christian formation.

Sec. 2. No person shall be denied access to the discernment process for any ministry, lay or ordained, in this Church because of race, color, ethnic origin, national origin, sex, marital status, sexual orientation, disabilities or age, except as otherwise provided by these Canons. No right to licensing, ordination, or election is hereby established. Access to discernment process.

Sec. 3. The provisions of these Canons for the admission of Candidates for the Ordination to the three Orders: Bishops, Priests and Deacons shall be equally applicable to men and women. Equal applicability.

CANON 2: Of Commissions on Ministry

Sec. 1. In each Diocese there shall be a Commission on Ministry ("Commission") consisting of Priests, Deacons, if any, and Lay Persons. The Canons of each Diocese shall provide for the number of members, terms of office, and manner of selection to the Commission. Each Diocese to have a Commission.

Sec. 2. The Commission shall advise and assist the Bishop: To assist the Bishop.

(a) In the implementation of Title III of these Canons.

(b) In the determination of present and future opportunities and needs for the ministry of all baptized persons.

(c) In the design and oversight of the ongoing process for recruitment, discernment, formation for ministry, and assessment of readiness therefor.

Sec. 3. The Commission may adopt rules for its work, subject to the approval of the Bishop; *Provided* that they are not inconsistent with the Constitution and Canons of this Church and of the Diocese. May adopt rules.

Sec. 4. The Commission may establish committees consisting of members and other persons to report to the Commission or to act on its behalf.

Sec. 5. The Bishop and Commission shall ensure that the members of the Commission and its committees receive ongoing education and training for their work. Education and training.

CANON 3: Of Discernment

- Community discernment in the call to ministry.

Sec. 1. The Bishop and Commission shall provide encouragement, training, and necessary resources to assist each congregation in developing an ongoing process of community discernment appropriate to the cultural background, age, and life experiences of all persons seeking direction in their call to ministry.
- Discernment communities.

Sec. 2. The Bishop, in consultation with the Commission, may utilize college and university campus ministry centers and other communities of faith as additional communities where discernment takes place. In cases where these discernment communities are located in another jurisdiction, the Bishop will consult with the Bishop where the discernment community is located.
- Recruiting leadership.

Sec. 3. The Bishop and Commission shall actively solicit from congregations, schools and other youth organizations, college and university campus ministry centers, seminaries, and other communities of faith names of persons whose demonstrated qualities of Christian commitment and potential for leadership and vision mark them as desirable candidates for positions of leadership in the Church.
- Support for discernment process.

Sec. 4. The Bishop, Commission, and the discernment community shall assist persons engaged in a process of ministry discernment to determine appropriate avenues for the expression and support of their ministries, either lay or ordained.

CANON 4: Of Licensed Ministries

Sec. 1 (a) A confirmed communicant in good standing or, in extraordinary circumstances, subject to guidelines established by the Bishop, a communicant in good standing, may be licensed by the Ecclesiastical Authority to serve as Pastoral Leader, Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, or Catechist. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons, and the duration of licenses shall be established by the Bishop in consultation with the Commission on Ministry.

(b) The Presiding Bishop or the Bishop Suffragan for the Armed Forces may authorize a member of the Armed Forces to exercise one or more of these ministries in the Armed Forces in accordance with the provisions of this Canon. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons shall be established by the Bishop granting the license.

Sec. 2 (a) The Member of the Clergy or other leader exercising oversight of the congregation or other community of faith may request the Ecclesiastical Authority with jurisdiction to license persons within that congregation or other community of faith to exercise such ministries. The license shall be issued for a period of time to be determined under Canon III.4.1(a) and may be renewed. The license may be revoked by the Ecclesiastical Authority upon request of or

do not affect the person's moral character, and shall, if desired, give a certificate to this effect to the person so removed from the ordained Ministry.

Renunciation in disciplinary cases.

Sec. 9. If a Deacon making the aforesaid declaration of renunciation of the ordained Ministry be under Presentment for any Offense, or shall have been placed on Trial for the same, the Ecclesiastical Authority to whom such declaration is made shall not consider or act upon such declaration until after the said Presentment shall have been dismissed or the said Trial shall have been concluded and the Deacon judged not to have committed an Offense.

Declaration of removal.

Sec. 10. In the case of the renunciation of the ordained Ministry by a Deacon as provided in this Canon, a declaration of removal shall be pronounced by the Bishop in the presence of two or more Members of the Clergy, and shall be entered in the official records of the Diocese in which the Deacon being removed is canonically resident. The Bishop who pronounces the declaration of removal as provided in this Canon shall give notice thereof in writing to every Member of the Clergy, each Vestry, the Secretary of the Convention and the Standing Committee of the Diocese in which the Deacon was canonically resident; and to all Bishops of this Church, the Ecclesiastical Authority of each Diocese of this Church, the Presiding Bishop, the Recorder of Ordinations, the Secretary of the House of Bishops, the Secretary of the House of Deputies, The Church Pension Fund, and the Board for Church Deployment.

CANON 8: Of the Ordination of Priests

Selection and nomination to the Priesthood.

Sec. 1. Selection

The Bishop, in consultation with the Commission, shall establish procedures to identify and select persons with evident gifts and fitness for ordination to the Priesthood.

Sec. 2. Nomination

A confirmed adult communicant in good standing may be nominated for ordination to the Priesthood by the person's congregation or other community of faith.

Application for admission to Postulancy.

(a) The Nomination shall be in writing and shall include a letter of support by the Nominee's congregation or other community of faith committing the community to:

- (1) pledge to contribute financially to that preparation, and
- (2) involve itself in the Nominee's preparation for ordination to the Priesthood.

If it be a congregation, the letter shall be signed by two-thirds of the Vestry or comparable body, and by the Member of the Clergy or leader exercising oversight.

(b) The Nominee, if agreeing, shall accept the nomination in writing, and shall provide the following to the Bishop:

- (1) Full name and date of birth.
- (2) The length of time resident in the Diocese.

- (3) Evidence of Baptism and Confirmation.
- (4) Whether an application has been made previously for Postulancy or the person has been nominated in any Diocese.
- (5) A description of the process of discernment by which the Nominee has been identified for ordination to the Priesthood.
- (6) The level of education attained and, if any, the degrees earned and areas of specialization, together with copies of official transcripts.

Sec. 3. Postulancy

Postulancy is the time between nomination and candidacy and may initiate the formal preparation for ordination. Postulancy involves continued exploration of and decision about the Postulant's call to the Priesthood.

Postulancy for the Priesthood.

- (a) Before granting admission as a Postulant, the Bishop shall
 - (1) determine that the person is a confirmed adult communicant in good standing.
 - (2) confer in person with the Nominee.
 - (3) shall consult with the Nominee regarding financial resources which will be available for the support of the Postulant throughout preparation for ordination. During Postulancy and later Candidacy, the Bishop or someone appointed by the Bishop shall review periodically the financial condition and plans of the Postulant.

(b) If the Bishop approves proceeding, the Commission, or a committee of the Commission, shall meet with the Nominee to review the application and prepare an evaluation of the Nominee's qualifications to pursue a program of preparation for ordination to the Priesthood. The Commission shall present its evaluation and recommendations to the Bishop.

Commission to review the application.

(c) No Bishop shall consider accepting as a Postulant any person who has been refused admission as a Candidate for ordination to the Priesthood in any other Diocese, or who, having been admitted, has afterwards ceased to be a Candidate, until receipt of a letter from the Bishop of the Diocese refusing admission, or in which the person has been a Candidate, declaring the cause of refusal or of cessation.

Previous removal or cessation.

(d) The Bishop may admit the Nominee as a Postulant for ordination to the Priesthood. The Bishop shall record the Postulant's name and date of admission in a Register kept for that purpose. The Bishop shall inform the Postulant, the Member of the Clergy or other leader exercising oversight of the Postulant's congregation or other community of faith, the Commission, the Standing Committee, and the Dean of the seminary the Postulant may be attending or proposes to attend, or the director of Postulant's program of preparation, of the fact and date of such admission.

Admission to Postulancy.

(e) Each Postulant for ordination to the Priesthood shall communicate with the Bishop in person or by letter, four times a year,

Ember Weeks.

Removal.	<p>in the Ember Weeks, reflecting on the Postulant's academic experience and personal and spiritual development.</p> <p>(f) Any Postulant may be removed as a Postulant at the sole discretion of the Bishop. The Bishop shall give written notice of the removal to the Postulant and the Member of the Clergy or other leader exercising oversight of the Postulant's congregation or other community of faith, the Commission, the Standing Committee, and the director of the program of preparation.</p>
Definition of Candidacy.	<p>Sec. 4. Candidacy</p> <p>Candidacy is a time of education and formation in preparation for ordination to the Priesthood, established by a formal commitment by the Candidate, the Bishop, the Commission, the Standing Committee, and the congregation or other community of faith.</p>
Application for Candidacy.	<p>(a) A person desiring to be considered as a Candidate for ordination to the Priesthood shall apply to the Bishop. Such application shall include the following:</p> <ol style="list-style-type: none"> (1) the Postulant's date of admission to Postulancy, and (2) a letter of support by the Postulant's congregation or other community of faith. If it be a congregation, the letter shall be signed and dated by at least two-thirds of the Vestry or comparable body and by the Member of the Clergy or other leader exercising oversight.
Admission to Candidacy.	<p>(b) Upon compliance with these requirements, and receipt of a statement from the Commission attesting to the continuing formation of the Postulant, and having received approval in writing of the Standing Committee who shall have interviewed the Postulant and who shall have had an opportunity to review the documentation relating to the application of the Postulant, the Bishop may admit the Postulant as a Candidate for ordination to the Priesthood. The Bishop shall record the Candidate's name and date of admission in a Register kept for that purpose. The Bishop shall inform the Candidate, the Member of the Clergy or leader exercising oversight of the Candidate's congregation or other community of faith, the Commission, the Standing Committee, and the Dean of the seminary the Candidate may be attending or proposes to attend, or the director of the Candidate's program of preparation, of the fact and date of such admission.</p>
Transfer to another Diocese.	<p>(c) A Candidate must remain in canonical relationship with the Diocese in which admission has been granted until ordination to the Diaconate under this Canon, except, for reasons acceptable to the Bishop, the Candidate may be transferred to another Diocese upon request, provided that the Bishop of the receiving Diocese is willing to accept the Candidate.</p>
Candidate may be removed.	<p>(d) Any Candidate may be removed as a Candidate at the sole discretion of the Bishop. The Bishop shall give written notice of the removal to the Candidate and the Member of the Clergy or other leader exercising oversight of the Candidate's congregation or other community of faith, the Commission, the Standing Committee, and</p>

the Dean of the seminary the Candidate may be attending or the director of the program of preparation.

(e) If a Bishop has removed the Candidate's name from the list of Candidates, except by transfer, or the Candidate's application for ordination has been rejected, no other Bishop may ordain the person without readmission to Candidacy for a period of at least twelve months.

Sec. 5. Preparation for Ordination

(a) The Bishop and the Commission shall work with the Postulant or Candidate to develop and monitor a program of preparation for ordination to the Priesthood and to ensure that pastoral guidance is provided throughout the period of preparation.

(b) If the Postulant or Candidate has not previously obtained a baccalaureate degree, the Commission, Bishop, and Postulant or Candidate shall design a program of such additional academic work as may be necessary to prepare the Postulant or Candidate to undertake a program of theological education. Pre-theological education.

(c) Formation shall take into account the local culture and each Postulant or Candidate's background, age, occupation, and ministry. Formation.

(d) Prior education and learning from life experience may be considered as part of the formation required for the Priesthood.

(e) Whenever possible, formation for the Priesthood shall take place in community, including other persons in preparation for the Priesthood, or others preparing for ministry.

(f) Formation shall include theological training, practical experience, emotional development, and spiritual formation.

(g) Subject areas for study during this program of preparation shall include: Theological education.

- (1) The Holy Scriptures.
- (2) Church History, including the Ecumenical Movement.
- (3) Christian Theology, including Missionary Theology and Missiology.
- (4) Christian Ethics and Moral Theology.
- (5) Studies in contemporary society, including the historical and contemporary experience of racial and minority groups, and cross-cultural ministry skills. Cross-cultural ministry skills may include the ability to communicate in a contemporary language other than one's first language.
- (6) Liturgics and Church Music; Christian Worship and Music according to the contents and use of the Book of Common Prayer and the Hymnal, and authorized supplemental texts.
- (7) Theory and practice of ministry, including leadership, and the ministries of evangelism and stewardship.

(h) Preparation for ordination shall include training regarding Training.

- (1) prevention of sexual misconduct.
- (2) civil requirements for reporting and pastoral opportunities for responding to evidence of abuse.

- (3) the Constitution and Canons of the Episcopal Church, particularly Title IV thereof.
 - (4) the Church's teaching on racism.
- Ember Weeks. (i) Each Postulant or Candidate for ordination to the Priesthood shall communicate with the Bishop in person or by letter, four times a year, in the Ember Weeks, reflecting on the Candidate's academic experience and personal and spiritual development.
- Evaluation of progress. (j) The seminary or other formation program shall provide for, monitor, and report on the academic performance and personal qualifications of the Postulant or Candidate for ordination. These reports will be made upon request of the Bishop and Commission, but at least once per year.
- Examinations and evaluations. (k) Within thirty-six months prior to ordination as a Deacon under this Canon, the following must be accomplished
- (1) a background check, according to criteria established by the Bishop and Standing Committee.
 - (2) medical and psychological evaluation by professionals approved by the Bishop, using forms prepared for the purpose by The Church Pension Fund, and if desired or necessary, psychiatric referral.
- (l) Reports of all investigations and examinations shall be kept permanently on file by the Bishop and remain a part of the permanent diocesan record.
- Sec. 6.** Ordination to the Diaconate for those called to the Priesthood
- Ordination of Deacons with a call to the Priesthood. (a) A Candidate must first be ordained Deacon before being ordained Priest.
- (b) To be ordained Deacon under this Canon, a person must be at least twenty-four years of age.
- Ordination papers. (c) The Bishop shall obtain in writing and provide to the Standing Committee:
- (1) an application from the Candidate requesting ordination as a Deacon under this Canon.
 - (2) a letter of support from the Candidate's congregation or other community of faith, signed and dated by at least two-thirds of the Vestry and the Member of the Clergy or other leader exercising oversight.
 - (3) written evidence of admission of the Candidate to Postulancy and Candidacy, giving the date of admission.
 - (4) a certificate from the seminary or other program of preparation showing the Candidate's scholastic record in the subjects required by the Canons, and giving an evaluation with recommendation as to the Candidate's other personal qualifications for ordination together with a recommendation regarding ordination to the Diaconate under this Canon.
 - (5) a certificate from the Commission giving a recommendation regarding ordination to the Diaconate under this Canon.

(d) On the receipt of such certificates, the Standing Committee, a majority of all the members consenting, shall certify that the canonical requirements for ordination to the Diaconate under this Canon have been met and there is no sufficient objection on medical, psychological, moral, or spiritual grounds and that they recommend ordination, by a testimonial addressed to the Bishop in the form specified below and signed by the consenting members of the Standing Committee.

Standing Committee to consent and certify candidates for Diaconate.

To the Right Reverend _____, Bishop of _____ We, the Standing Committee of _____, having been duly convened at _____ at _____, do testify that A.B., desiring to be ordained to the Diaconate and Priesthood under Canon III.8 has presented to us the certificates as required by the Canons indicating A.B.'s preparedness for ordination to the Diaconate under Canon III.8; and we certify that all canonical requirements for ordination to the Diaconate under Canon III.8 have been met; and we find no sufficient objection to ordination. Therefore, we recommend A.B. for ordination. In witness whereof, we have hereunto set our hands this _____ day of _____, in the year of our Lord _____.

(Signed) _____

(e) The testimonial having been presented to the Bishop, and there being no sufficient objection on medical, psychological, moral, or spiritual grounds, the Bishop may ordain the Candidate to the Diaconate under this Canon; and at the time of ordination the Candidate shall subscribe publicly and make, in the presence of the Bishop, the declaration required in Article VIII of the Constitution.

Declaration of conformity.

Sec. 7. Ordination to the Priesthood

(a) A person may be ordained Priest:

- (1) after at least six months since ordination as a Deacon under this Canon and eighteen months from the time of acceptance of nomination by the Nominee as provided in III.8.2(b), and
- (2) upon attainment of at least twenty-four years of age, and
- (3) if the medical evaluation, psychological evaluation, and background check have taken place or been updated within thirty-six months prior to ordination as a Priest.

Ordination requisites.

(b) The Bishop shall obtain in writing and provide to the Standing Committee:

Ordination papers.

- (1) an application from the Deacon requesting ordination as a Priest, including the Deacon's dates of admission to Postulancy and Candidacy and ordination as a Deacon under this Canon,
- (2) a letter of support from the Deacon's congregation or other community of faith, signed by at least two-thirds of the Vestry and the Member of the Clergy or other leader exercising oversight,

- (3) evidence of admission to Postulancy and Candidacy, including dates of admission, and ordination to the Diaconate,
- (4) a certificate from the seminary or other program of preparation, written at the completion of the program of preparation, showing the Deacon's scholastic record in the subjects required by the Canons, and giving an evaluation with recommendation as to the Deacon's other personal qualifications for ordination together with a recommendation regarding ordination to the Priesthood, and
- (5) a statement from the Commission attesting to the successful completion of the program of formation designed during Postulancy under Canon III.8.5, and proficiency in the required areas of study, and recommending the Deacon for ordination to the Priesthood.

Standing Committee to consent and certify for ordination to Priesthood.

(c) On the receipt of such certificates, the Standing Committee, a majority of all the members consenting, shall certify that the canonical requirements for ordination to the Priesthood have been met and there is no sufficient objection on medical, psychological, moral, or spiritual grounds and that they recommend ordination, by a testimonial addressed to the Bishop in the form specified below and signed by the consenting members of the Standing Committee.

To the Right Reverend _____, Bishop of _____ We, the Standing Committee of _____, having been duly convened at _____, do testify that A.B., desiring to be ordained to the Priesthood, has presented to us the certificates as required by the Canons indicating A.B.'s preparedness for ordination to the Priesthood have been met; and we certify that all canonical requirements for ordination to the Priesthood have been met, and we find no sufficient objection to ordination. Therefore, we recommend A.B. for ordination. In witness whereof, we have hereunto set our hands this _____ day of _____, in the year of our Lord _____.
(Signed) _____

Declaration of conformity.

(d) The testimonial having been presented to the Bishop, and there being no sufficient objection on medical, psychological, moral, or spiritual grounds, the Bishop may ordain the Deacon to the Priesthood; and at the time of ordination the Deacon shall subscribe publicly and make, in the presence of the Bishop, the declaration required in Article VIII of the Constitution.

Exercise of office before ordination.

(e) No Deacon shall be ordained to the Priesthood until having been appointed to serve in a Parochial Cure within the jurisdiction of this Church, or as a Missionary under the Ecclesiastical Authority of a Diocese, or as an officer of a Missionary Society recognized by the General Convention, or as a Chaplain of the Armed Services of the

United States, or as a Chaplain in a recognized hospital or other welfare institution, or as a Chaplain or instructor in a school, college, or other seminary, or with other opportunity for the exercise of the office of Priest within the Church judged appropriate by the Bishop.

(f) A person ordained to the Diaconate under Canon III.6 who is subsequently called to the Priesthood shall fulfill the Postulancy and Candidacy requirements set forth in this Canon. Upon completion of these requirements, the Deacon may be ordained to the Priesthood. Deacons called to the Priesthood.

CANON 9: Of the Life and Work of Priests

Sec. 1. The Bishop and Commission shall require and provide for the continuing education of Priests and keep a record of such education. Continuing education.

Sec. 2. Mentoring for Newly Ordained Priests

Each newly ordained Priest, whether employed or not, shall be assigned a mentor Priest by the Bishop in consultation with the Commission on Ministry. The mentor and new Priest shall meet regularly for at least a year to provide guidance, information, and a sustained dialogue about priestly ministry. Mentors.

Sec. 3. The Appointment of Priests

(a) Rectors.

- (1) When a Parish is without a Rector, the Wardens or other officers shall promptly notify the Ecclesiastical Authority in writing. If the Parish shall for thirty days fail to provide services of public worship, the Ecclesiastical Authority shall make provision for such worship. Parish without a Rector.
- (2) No Parish may elect a Rector until the names of the proposed nominees have been forwarded to the Ecclesiastical Authority and a time, not exceeding sixty days, given to the Ecclesiastical Authority to communicate with the Vestry, nor until any such communication has been considered by the Vestry at a meeting duly called and held for that purpose. Election of a Rector.
- (3) Written notice of the election of a Rector, signed by the Wardens, shall be forwarded to the Ecclesiastical Authority. If the Ecclesiastical Authority is satisfied that the person so elected is a duly qualified Priest and that such Priest has accepted the office to which elected, the notice shall be sent to the Secretary of the Convention, who shall record it. Race, color, ethnic origin, sex, national origin, marital status, sexual orientation, disabilities or age, except as otherwise specified by these Canons, shall not be a factor in the determination of the Ecclesiastical Authority as to whether such person is a duly qualified Priest. The recorded notice shall be sufficient evidence of the relationship between the Priest and the Parish. Written notice to Ecclesiastical Authority.