

**Process for transfer of Ministers into POJ
as Pastor/Associate Pastor of Church
(G-11.0400)**

1. Extension of call from a church (or Validated Ministry).
 - a. From church -- "Call" must be found to be in order [Permanent Pastoral Relations Sub-committee]
 - b. Validated Ministry -- "Ministry" must be validated first [Administration Sub-committee]

2. The minister shall apply for membership in POJ (G-11.0402).
PNC Liaison should contact moderator of Examinations Subcommittee or Administrative Assistant at POJ office.
 - a. The Examinations Sub-committee will ordinarily require from the minister his/her PIF or vitae and a written statement of faith and of commitment to ministry.
 - b. The Examinations Sub-committee requires the PNC liaison and the members of the PNC to attend the examination to explain process and suitability of minister for the call.

3. Upon reception of items 2 a & b, the minister candidate will be examined by the presbytery through the Examinations Sub-committee
 - a. The Examinations Sub-committee will talk first with PNC liaison to find if process was properly followed in calling minister.
 - b. The Examinations Sub-committee will interview the congregation's PNC (and its head of staff if the candidate is called to be an associate pastor or co-pastor), to help confirm the suitability of the minister for this specific call. This requirement applies to pastors, co-pastors, and associate pastors.
 - c. Minister candidates will be examined in the areas of: (G-11.0402)
 1. Christian faith
 2. Views in theology
 3. The sacraments
 4. System of government
 5. Answer ordination questions in G-14.0405b.
 6. Questions related specifically to suitability for call

4. Upon completion of step 3 the Examinations Sub-committee will present its recommendation to the COM for consideration.
 - a. Any close vote of Examinations Sub-committee should be noted and explained to the COM
 - b. Any restrictions or areas needing further work should be noted and explained to the COM
 - c. Any minority report from Examinations Sub-committee should be presented in writing along with the majority recommendations to COM

5. After an affirmative vote of the COM and after an affirmative vote of a congregation or agency, the minister will be introduced at the next Presbytery Meeting.