Pastoral Transition: Call Process

Interactions with the Presbytery of Baltimore from interview to congregational call

1. PNC does phone/Skype interviews with about ten candidates of interest.

2. PNC sends electronic PIFs to GP for Presbytery-to-Presbytery referencing.

3. PNC Chair shares results of referencing and PNC invites candidates for face to face visits.

4. PNC meets with COM liaison to prepare for on-site visits and neutral pulpits, if needed.

5. PNC invites preferred person to candidate for position and informs COM Chair, Credentials Chair, and GP of its choice. COM liaison informs PNC Chair of Credentials Team meeting dates.

6. PNC negotiates Terms of Call with candidate and sends proposed terms to Presbytery and to Merritt Schatz for consultation to insure that it complies with Presbytery requirements. Agreement is required of both PNC and Candidate on
   a. Final Terms of Call or Contract (including start date)
   b. Date for a congregational meeting
   c. First Sunday preaching (recommend 1st Sunday be at least 6 days after arrival)
   d. Date when candidate will meet with Credentials Committee

7. Presbytery emails policies and request for background check to candidate.

8. PNC asks for meeting of session to request that a date for the congregational meeting and to seek their agreement on either Terms of Call or Contract. In the case of Temporary Supply pastors, the Session votes to approve the contract and hire the candidate.

9. Credentials Team shares its decision with GP, Stated Clerk, and PNC Chair.

10. Congregation may be informed of the candidate only after the Credentials Team has cleared the candidate for the position and for membership in the presbytery

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