## Process Leading to Ordination to the Vocational Diaconate

This document outlines the process by which the call to ordination as a vocational deacon is supported and endorsed, discerned and formed in the Diocese of North Carolina.

### Timing | Process Step | Detail
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**Before March 1**<br>**Eligibility** | • Conversations with Sponsoring Presbyter | At least 2 conversations: sense of call; ordination process; financial obligations

**Year 1**<br>**Due no later than MARCH 1** | • Presbyter nominates person to the Diocese and Bishop Suffragan | Following acceptance, the person becomes a Nominee.

| Between the time nomination is sent to Bishop Suffragan and **June 1.** | • Parish Discernment Committee (PDC) | Sponsoring presbyter organizes PDC. PDC meets once the nomination has been accepted. Member of COM-D attends first PDC meeting to discuss tasks of PDC. After 4-5 meetings with nominee, PDC writes a report including the PDC’s recommendation. PDC convener and Nominee meet with Vestry. If Vestry supports Nominee, a written Certificate from Vestry, letter from presbyter, PDC report & spiritual autobiography are submitted to Bishop Suffragan by June 1.

**June 1-Aug. 15**<br>**June 1 is final deadline for submission of documents.** | • Nominee gathers and submits application materials.<br>• Appointments with Bishop Suffragan are scheduled. | Submission of all required paperwork from nominee: biographical data sheet; academic transcripts; physical and psychological exams conducted. **DUE BY AUGUST 15.**

**Aug - Sept**<br>**Meet with Bishop Suffragan**<br>**Examining Chaplains** | | Individual interview; if accepted, nominee becomes an Intern. Letter of acceptance signed by Intern. Review academic preparation; determine further study, if any.

| Oct – Nov: **Enter discernment & formation process** | • Meeting with COM-D (Committee on Ministry for the Diaconate) | Internship placement determined; COM-D contact person assigned to intern. Intern Orientation.

**Year 2**<br>**10 months**<br>**Academic preparation and Internship** | • Academic and canonically required courses (can start taking as nominee) complete before formation year/CPE; Evaluations from instructors.<br>• Internship (January-October) | Courses: four academic, Anti-Racism and Safe Church. Internship: Written agreement for dual ministry experience: parish and social ministry. Meet bi-weekly with parish supervisor(s), 3 times with social ministry supervisor and with COM-D contact person. Meet periodically with lay committee in intern parish. Attend one overnight retreat.

**October 15**<br>**Evaluation of Internship**<br>**Check in with Vestry of home parish.** | | Reports from COM-D contact person, supervisor(s) of intern; intern written reflection. Meet with Vestry. **DUE BY OCT. 15 (varies by year).**

**Oct - Nov**<br>**Meet with home Vestry.**<br>**Meet with COM-D; follow up conversation with Bishop Suffragan.** | | Vestry confirms continued support of intern (verbal only). Interviews with COM-D. Decision to grant postulancy or direct to different ministry. Postulant writes quarterly Ember Day letter to Bishop Suffragan.

**Year 3**<br>**Jan.-Oct.**<br>**Formation year/CPE** | • CPE-based Formation Program, Jan-Oct.<br>• Candidacy evaluation mid year (May) with COM-D. | Focus on areas of specialized ministries, theological reflection, the role & identity of a Deacon, liturgy, homiletics, ethics and pastoral care. CPE-accredited supervisor evaluation received mid-year by COM-D.

**May** | • Interviews for Candidacy<br>• Must be ≥ 6 months before ordination. | Application for candidacy and signed Vestry certificate for Candidate. COM-D and Standing Committee interviews. Candidacy granted upon approval of Bishop Suffragan.

**November**<br>**Interviews for Ordination** | | With COM-D and Vestry formal support, Standing Committee recommends candidate for ordination.

**Dec - Jan**<br>**Ordination** | | By the Bishop Diocesan and/or Bishop Suffragan.
Overall financial responsibility of deacon candidates

- $350 for psychological testing
- $500 for academic courses
- $700 for CPE
- ~$500 for miscellaneous expense—books, mileage, spiritual direction/retreat, etc.

Total ~$2100

Financial aid to deacon candidates

- Home (Presenting) Congregation: According to The Episcopal Church Canon III, 6, Sec. 2, a parish that sponsors a candidate is responsible for also providing some financial assistance/support.
- Scholarships: Funds for education courses and Formation year based on CPE.
- The Bishop’s discretionary funds may be available to cover other non-tuition expenses.
- All scholarship requests for tuition and non-tuition expenses are handled confidentially by the Director of the School of Ministry.
- In all cases, the person is required to pay some amount for their education and accompanying expenses and will be determined on a case-by-case basis.

Rev. 06/17