

2016-2017 (Updated 1/23/2017)

Required Items to be Submitted – District Committee on Ordained Ministry (DCOM) Interview

Please note - this is not an exhaustive list. People come to DCOM for many reasons not covered below. (e.g. - initial interviews, updates from seminary students, requesting approval as Certified Candidates, disciplinary measures, etc.) There may or may not be other required items to be submitted for your interview. The items below are listed because they are the special requests of the Cornerstone DCOM for people in these three categories.

Note - Each item should be sent electronically to cornerstonedcom@unyumc.org (which will automatically deliver it to each member of the District Committee on Ordained Ministry) except sermons, which only need to be submitted to Rev. Nick Perry, PO Box 33, Chautauqua, NY 14722, nicholasperry@yahoo.com. **These items are to be post-marked at least 14 days before your scheduled interview. If a person postmarks their email, DVD/video and/or their papers answering disciplinary questions after the 14-day deadline prior to their DCOM interview, then DCOM will be UNABLE TO VOTE for the person in any area including:**

- Renewal of their Licensed Local Pastor status
- Renewal of their Certified Lay Minister status
- Become a certified candidate
- Be recommended to BOOM for Local Pastor License
- Be sent to BOOM for provisional membership

1. **Local Pastors, Certified Lay Ministers, and Local Hires** who are serving churches and are coming to DCOM for **annual interviews.**

- **Printed order of worship** from a recent service.
- Most recent **Pastor's Charge Conference Report** (This is the Pastor's Charge Conference Report you are required to submit to the District Office each year.)
- **A Mentor's Report** - filled out by your mentor and signed by the mentor and you.
- **A transcript from the Course of Study or your Seminary** for your permanent file showing progress to date. (For Local Pastors only, it is the requirement of the Board of Ordained Ministry that you must show progress in your educational requirements on a yearly basis.) Transcripts should only be sent to Jerry Piper, DCOM registrar, at 2745 West River Road, Olean, NY 14760.

2. **Certified Candidates** coming to DCOM to be voted on **for the first time to become Local Pastors.**

- **A DVD/video** (preferred) or audiocassette (if all else fails) of the sermon from a recent worship service. It is helpful if the entire service is taped, so the Committee gets the

context in which the sermon is delivered. Sermons should only be sent to Rev. Nick Perry, PO Box 33, Chautauqua, NY 14722, nicholasperry@yahoo.com.

- **The printed Order of Worship** from the same service.
- Most recent **Pastor's Charge Conference Report** (This is the Pastor's Charge Conference Report you are required to submit to the District Office each year.)
- **A Mentor's Report** - filled out by your mentor and signed by the mentor and you.
- **A transcript from the Course of Study or your Seminary for your permanent file** showing progress to date. (Only necessary if you have started your educational requirements.) Transcripts should only be sent to Jerry Piper, DCOM registrar, at 2745 West River Road, Olean, NY 14760.

3. Local Pastors and Certified Candidates coming to DCOM to be voted on to be sent to BOOM

- **A DVD/video** (preferred) or audiocassette (if all else fails) of the sermon from a recent worship service. It is helpful if the entire service is taped, so the Committee gets the context in which the sermon is delivered. Sermons should only be sent to Rev. Nick Perry, PO Box 33, Chautauqua, NY 14722, nicholasperry@yahoo.com.
- **The printed Order of Worship** from the same service.
- Most recent **Pastor's Charge Conference Report** (This is the Pastor's Charge Conference Report you are required to submit to the District Office each year.)
- **A Mentor's Report** - filled out by your mentor and signed by the mentor and you.
- **A transcript from the Course of Study or your Seminary for your permanent file** showing progress to date. It is the requirement of the Board of Ordained Ministry that you must show progress in your educational requirements on a yearly basis. Transcripts should only be sent to Jerry Piper, DCOM registrar, at 2745 West River Road, Olean, NY 14760.
- **Written answers** to the questions in the 2012 Book of Discipline Paragraph **324.9**, **letters e, f, and p.**
 - e. What is your conception of the activity of the Holy Spirit in personal faith, in the community of believers, and in responsible living in the world?
 - f. What is your understanding of the kingdom of God; the Resurrection; eternal life?
 - p. Explain the role and significance of the sacraments in the ministry to which you have been called.