



Pastoral Placement Protocol & Process

Board of Directors Action #BD 22-73, Date: September 15, 2022

Preamble

The ManSask Conference Executive Committee (ExeCom) is the hiring entity for pastors. The ExeCom considers the recommendation of the Pastoral Placement Committee (appointed by the ExeCom) and directs all Conference pastors, who receive their credentials from and are responsible for the Conference.

The Conference president (or designee) will assist the church during the selection process of a new pastor for a church or pastoral district.

The ExeCom has been empowered with the responsibility of authorizing the call or placement of pastors to serve in the ManSask Conference.

Conference Directs Church Employees—The ExeCom, in counsel with the Conference Administrative Committee (AdCom) and Pastoral Placement Committee, directs all Conference employees, such as pastors (ExeCom) and Bible Workers (Pastoral Placement Committee), who receive their credentials from and are responsible to the Conference, not the local church.

The Church

The local church has the responsibility of identifying the leadership and ministry needs of the congregation. This usually involves an analysis of the spiritual and facility challenges anticipated by the congregation over the next five to ten years. In so doing, the congregation members provide the groundwork for determining the strengths desired in a pastor. This will enable the pastor to serve effectively in personal giftedness.

In addition, the congregation(s), through their local Church Board(s), has an opportunity to serve as a resource by providing names of pastors with the potential for serving the church/district during the pastoral selection process as outlined in these guidelines.

The Pastor

Those called to professional gospel ministry are not all gifted alike. Each is gifted according to the wisdom of the Holy Spirit, providing leadership uniquely suited to the church's needs. Since our Lord founded the church, the delicate and critically important process of matching a pastor to a church/district has been significant. The laying of hands came after the church was convinced that the gifts necessary for a particular ministry were demonstrated.

A pastor's reputation and supporting references make personal giftedness clear to others. Our Conference has chosen to categorize the pastoral leadership gifts into five general areas:

- **Shepherding**- the gifts that nurture growth and provide loving care for the members. This is marked with an emphasis on visitation, counselling, etc.
- **Proclamation**- the gifts that permit effective communication and motivating inspiration to groups. This can be demonstrated in many different styles.

- **Evangelism-** the gifts that emphasize reaching out to influence those outside the community of the local membership. This can be marked by an emphasis on public event evangelistic preaching/teaching or may take on more personal or creative forms of outreach.
- **Training-** the gifts that emphasize teaching and training the membership for ministry. Discipling and mentoring others is a primary focus for this leader.
- **Leadership/Administration-** the gifts that support the organization and management of projects and institutions. This gift provides leadership in developing healthy structures and strategies for managing the resources and people needed to accomplish the mission.

Most pastors will have dominant gifts in at least two of the five areas. These strengths need to match the determined needs of the church/district. The church should expect to participate in filling the responsibilities where the pastor is less gifted.

Disappointment can follow the unrealistic expectation that a pastor is gifted in all areas of ministry. Like all of God's children, the pastor has unique limitations that create an opportunity for the fellowship and ministry of others. Our goal is to optimize the strengths that God has provided through His Spirit.

The Process

The following outline should prove helpful in understanding the steps leading to the selection of a pastor when a pastoral position becomes vacant in the local church(es) (not applicable to companies):

1. The president (or designee) contacts the church's first elder (es) and arranges for a needs assessment.
 - a. This meeting should take place after the pastor has announced his departure.
 - b. The outgoing pastor will have an exit interview with the president (or designee) and receive the handover report.
 - c. The pastoral opening will be posted on the ManSask Conference website.
2. The president (or designee) collects the names of applicants from the ManSask Conference website.
 - a. The list of applicants will be analyzed and categorized by the president (or designee) based on the following order: Current ManSask Conference pastoral pool, returning Canadian missionaries, Burman University graduates, Canadian graduates from other Adventist Universities, other Canadian Conferences, NAD-based pastors, out of the NAD territory pastors.
 - b. The list of applicants is shared with the Pastoral Placement Committee and representatives (could be head elders or other persons appointed by the local church board(s)) of the local church/district. The Pastoral Placement Committee and local church representatives will pray, fast, study the list, and seek the Holy Spirit's guidance.
3. The president (or designee) officially convenes the Pastoral Placement Committee with the local church/district representatives.
 - a. The Pastoral Placement Committee and the local church representatives take into consideration the following documents:
 1. Local Church Data (filled by the church board)
 2. Community Data (filled by the church board)
 3. Local Church Health Inventory (filled by the congregation)
 4. Exit Interview Report (president or designee will verbally share)
 5. Hand-over report by the previous pastor (president or designee will share)

6. If the church/district has an Adventist school, applicants that show passion for Adventist education growth must be highlighted and discussed thoroughly.
 - b. The Pastoral Placement Committee will use a standard tool (provided by the president or designee) as a guide to select the top 3 applicants.
 - c. The Pastoral Placement Committee (in consultation and attendance of the local church representatives) identifies up to three names of potential applicants (with their references) as a recommendation to the ExeCom.
 - d. Following denominational protocol, the president (or designee) will contact the applicants' employing organizations for permission for interviews and references, if the candidate(s) is (are) outside the ManSask Conference.
 - e. The president (or designee) will give the final report (based on the interviews and references) to the Pastoral Placement Committee and the local church representatives.
4. The Pastoral Placement Committee then recommends the applicants to ExeCom, which will decide and report to the local Church Board(s) for its approval. That action of the ExeCom is to confirm that it is satisfied with any of those names to become the local church pastor where there is a pastoral vacancy in a church(es).
 - a. The president (or designee) will meet with the local Church Board(s) for them (Church Board(s)) to select their preferred applicant from the ExeCom voted list presented to them.
 - b. A video conference interview or another form of an interview with the applicants could take place and be conducted with the presence and participation of the president (or designee), ministerial director, secretary and two local church board members.
 - c. The president (or designee) will share the name of the selected (by the Church Board(s)) applicant with AdCom), which in turn will inform the ExeCom of that name, who will be extended an official call to serve the church(es). That official call action will be registered in the next ExeCom Meeting Minutes. However, AdCom will proceed with the calling process of the selected applicant.
 - d. After an official call is placed by the ExeCom, the applicant is invited to visit the church/district with their family, preach at the church/district and meet with the local Church Board(s). The Conference is responsible for their expenses for that visit.
5. **WARNING:** Any contact during the process with potential applicants for a pastoral position in the ManSask Conference by a local Church Board member without the expressed written consent of the ManSask Conference Administration will automatically disqualify that applicant for the selection.