

## **Final Phase in Process for Calling Installed Pastors**

### **When a candidate is brought for an on-site interview:**

- Liaison notifies COM chair and in consultation with COM chair and/or Interim Executive Presbyter makes arrangements for a neutral pulpit (if applicable)
- Liaison initiates a 'Fit' interview for candidate with COM representatives; Representatives shall include both Teaching Elder and Ruling Elder members of COM
- For the Fit interview, the candidate is asked for a Statement of Faith and one-page autobiographical statement;
- COM team prepares a report and recommendation regarding 'fit' for the call (if extended) and membership in Carlisle Presbytery

### **After on-site interview, if the PNC and candidate discern a call:**

- The PNC notifies the candidate that they wish to present her/him to the congregation for vote
- Financial terms are offered and negotiated
- If the candidate consents to the invitation and terms, the liaison requests time on the agenda of the next meeting of the COM.
  
- Before the meeting with COM, the Temporary Stated Clerk and liaison review the terms of call for completeness and compliance with presbytery minimums
  
- COM meets with the candidate and PNC to for the purpose of relationship-building and confirming/celebrating God's call:
  - Hear from the PNC and candidate about their mutual sense of call, engage in dialogue
  - Hear the report of the 'Fit Interview' team;
  - Act to: 1) authorize the calling of a congregational meeting to vote on this call, according to the terms presented  
2) receive the candidate into the membership of the presbytery, pending the congregation's affirmative vote

Note: In the case of a candidate that is not yet ordained, COM acts to recommend that the candidate be examined by the presbytery for ordination to this call and membership in the presbytery

- Following the congregation's affirmative vote, the Pastoral Call Form is signed by the PNC and moderator and forwarded to the Stated Clerk, for the signatures of those authorized to sign for the presbytery/ies.
- The newly elected pastor, Session, Stated Clerk, and moderator of the presbytery work out arrangements to ordain and/or install the pastor