

After the Relicensing Interview

After the local pastor is dismissed, debrief the interview and make a decision. You will need to make one of the following decisions:

1. Local Pastor is still fit for ministry and progressing in studies.

In this case, the local pastor is “**relicensed.**”

- Relicensed local pastors who have not yet completed the basic course of study will continue to serve under Episcopal appointment as part-time or full-time local pastors and work with clergy mentors. Once local pastors complete the basic course of study, a clergy mentor is no longer required. Relicensed local pastors will return to your committee annually for relicensing.
- Relicensed local pastors no longer serving under Episcopal appointment as part-time or full-time local pastors will be assigned certified mentors, request and await reappointment, and return to your committee annually for recertification.

2. Local pastor is no longer fit for ministry and/or is not progressing in his or her studies. Committee does not expect local pastor to become fit or resume studies in the foreseeable future. Committee does not expect local pastor to become effective in ministry in the foreseeable future.

In this case, committee should confer with the District Superintendent—who serves as his or her direct supervisor--before proceeding. If the District Superintendent agrees with the committee’s decision, the local pastor is “**discontinued.**”

Once a decision is made, the committee should decide who will inform the local pastor of the committee’s decision, verbally and in writing.

- **Inform the local pastor verbally as soon as possible, within 24 hours.**
- **Inform the local pastor in writing as soon as possible, within 10 days.**

Regardless of decisions made, the local pastor should know the committee to be a caring community of Christians. When a difficult decision is made and the local pastor is not encouraged to continue, a personal contact should be planned for the days that follow. Vocational alternatives can be explored with the candidate and assistance given in locating other employment. Candidates who experience difficulties in dealing with the board’s decision should be informed about any available pastoral care options.

Registrar or District Administrative Assistant should complete the one page dCOM action report and forward it to Candidacy Manager as soon as possible, within 10 days.