

MINISTERIAL DEVELOPMENT REGULATIONS AND PROCEDURES

A. THE MINISTERIAL DEVELOPMENT INITIATIVE AND THE DISTRICT STUDIES PROGRAM

1. ELIGIBILITY

Participation in the ministerial development initiative overseen by the District Ministerial Development Board (MDB) is required of all persons having a local minister's license (*Manual* para. 426.4) or district minister's license (*Manual* para. 427.1 and para. 428.1) who are members of the Intermountain District. Enrollment in the District Studies Program is a condition of such participation.

2. HOW TO ENROLL IN THE DISTRICT STUDIES PROGRAM

- A. Personal Preparation: Persons wishing to enroll with the Ministerial Development Board should work through the *Handbook for Christian Ministries*. A link to the *Handbook* may be found at our district's website (www.intermountaindistrict.org) or at our denominational website (www.nazarenepastor.org).
- B. Apply to Enroll: Concurrent with the granting of a local minister's license through the local church, the local minister should complete the Minister in Development Application to Enroll form and submit it to the MDB Records Coordinator (see Section I.B for contact information. This form is available on the district's website or from the District Office.
- C. Pay \$10 Enrollment Fee: A check, made payable to the Intermountain District, should accompany the enrollment application. This is a one-time fee.
- D. Send Official Transcripts: Official transcripts of all college/Bible school/seminary work should be sent to the MDB Records Coordinator at the Intermountain District Church of the Nazarene. These will be evaluated by the MDB Placement Coordinator in order to determine the progress of the Minister in Development (student) in the Course of Study and placement in a ministerial development tier.

3. UPON ENROLLMENT

Upon receipt and processing of the enrollment application, the

enrollment fee, and official transcripts, the Minister in Development (MID) will receive from the MDB Records Coordinator a welcome letter, a Course of Study Student Record, information regarding the ministerial development tiers and the tier in which he or she has been placed, information and guidelines for completing the Supervised Ministry Experience, and any additional materials concerning current educational policy and opportunities.

4. EDUCATIONAL PREPARATION

- A. Educational Requirements. The Church of the Nazarene requires an approved/validated Course of Study consisting of 24 core courses in order to fulfill the educational requirements for ordination. Ministerial students enrolled in a Nazarene institution of higher learning (such as Northwest Nazarene University) are advised during their educational program what courses will meet ordination requirements. Students attending non-Nazarene institutions of higher learning are encouraged to work closely with the Placement Coordinator to assure that the requirements of the course of study are completed.
- B. Minimum Requirements. The *Manual* of the Church of the Nazarene requires a minimum of two courses (modules) completed per year. MIDs not completing the minimum course requirements are in danger of being placed in inactive status and eventually dropped from the course of study. MIDs must submit grade report forms or official transcripts to the Records Coordinator by March 1 (See “Reporting Requirements” below).
- C. Evaluation of Progress. The Placement Coordinator makes final determination with regard to all MIDs, regardless of the avenue of educational preparation taken by the MID, as to compliance with the educational requirements set forth in the *Manual* and the *Sourcebook for Ministerial Development*. The MDB Executive Committee shall have sole responsibility to rule in the event of an appeal by an MID of the determination of the Placement Coordinator.
- D. Avenues of Preparation. The recommended avenue of preparation for full-time Christian service is by attending a Nazarene liberal arts college or university and, if possible, Nazarene Theological Seminary. Attending Nazarene Bible College either as a resident student or as an online student is another viable option. If attending a Nazarene institution of higher learning is not an option or there are course omissions from work previously completed, the Modular Course of Study will meet the educational requirements for ministry preparation (see the “Educational Preparation” link at www.nazarenepastor.org/clergyeducation). Students choosing this avenue of preparation are encouraged to complete the

Modular Course of Study offered by Northwest Nazarene University. A college degree is not awarded upon completion of the Modular Course of Study. Courses offered by Northwest Nazarene University may be audited as well.

E. The Course of Study Online. The 24 modules (courses) required are provided by the Clergy Development Office of the Church of the Nazarene. Each module is produced by a recognized, experienced educator in the Church of the Nazarene. These modules are written for delivery in a classroom setting and are adapted for presentation online. The modules are offered as professional training which is distinct from the courses for academic credit offered by the University.

Module facilitators are ordained Nazarene pastors currently serving in Nazarene Churches throughout North America. Each holds a minimum of a Master's degree. Most have earned doctorates.

The COS Online program is open to anyone pursuing ordination in the Church of the Nazarene through the modular course of study program.

The cost per module is \$100. MIDs opting to enroll in the Modular Course of Study are encouraged to visit the Northwest Nazarene University website at <http://www.nnu.edu/cos> or to contact Rev. James Rotz at jhrotz@nnu.edu or 208-467-8371.

5. REPORTING EDUCATIONAL PROGRESS

MIDs enrolled in the online modular course of study must submit a copy of their grade report forms to the MDB Records Coordinator at the Intermountain District Church of the Nazarene before March 1 of each year so that accurate records of student progress can be made. Those MIDs enrolled as college, seminary, or Bible college students must request the registrar of their respective institution to send a transcript to the MDB Records Coordinator each year before March 1 so that student progress may be accurately evaluated.

6. SUPERVISED MINISTRY EXPERIENCE

Graduation from the course of study requires the completion of field experience/mentoring consisting of a minimum of 200 hours. The Intermountain District's Supervised Ministry Experience Program provides the student a variety of hands-on ministry experiences. It also serves as a window through which the local Pastor/Staff, district-assigned mentor, and Ministerial Development Board may observe and advise the student in concrete ministry situations.

The Supervised Ministry Field Experience Program is developed within four

quadrants: Observation, Exploration, Experience and Integration. Each quadrant builds on the previous and intensifies as to the amount of time, effort, and responsibility expected. In the first two quadrants (Observation and Exploration) the student is accountable to and under the supervision of the local Pastor/Staff; in the second two quadrants (Experience and Integration) the student remains under the supervision of the local Pastor/Staff but is also accountable to the mentor assigned by the Ministerial Development Board. Ideally, the student will complete each quadrant as they fulfill the requirements for Tiers 1, 2, 3 and 4 respectively. Some students, who have been placed in advanced Tiers but have not fulfilled the Supervised Ministry Field Experience quadrants, must still do so in the correct order. A ministerial student at Northwest Nazarene University or a student auditing courses through NNU may enroll in PT 171, 296, 396, and 496 to complete the Supervised Ministry Experience (Field Experience) requirement.

MIDs who are not undergraduate ministerial students at Northwest Nazarene University and who have been placed in Tier 3 will be assigned a mentor by the Mentoring Coordinator of the District Ministerial Development Board. The mentor will give personal support, direction, and accountability to the MID throughout the Supervised Ministry requirements of Tiers 3 and 4. At its discretion, the Ministerial Development Board may require further mentoring even after a MID has been placed in Tier 5.

A portfolio consisting of learning contracts, journal pages, reflection papers, time logs, supervisor's reports and evaluations, and other assigned documents are to be submitted to the Placement Coordinator of the Ministerial Development Board as each quadrant is completed and no later than March 1 of each year.

Materials on how to complete the Supervised Ministry Experience will be made available to the Minister in Development during the summer, 2008. Contact the MDB Records Coordinator at the Intermountain District Church of the Nazarene.

C. OTHER COMPONENTS OF THE MINISTERIAL DEVELOPMENT INITIATIVE

In addition to the educational and Supervised Ministry Experience requirements noted above, the Ministerial Development Initiative also features the following:

1. EVALUATIVE STRUCTURE

An individual's advancement as a Minister in Development (MID) is measured against a series of requirements structured into five tiers. The requirements in each of the five tiers must be met before the MID is placed in the next tier. Requirements for each tier are provided to the student upon enrollment in the District Studies Program.

2. MID ASSESSMENTS

Each Minister in Development (MID) is required to attend, at the invitation of the Ministerial Development Board, an Initial Assessment and a Mid-Point Assessment. The Initial Assessment is to be attended once during the course of a MID's preparation for ministry and is normally attended by newly-enrolled MIDs or those MIDs recently transferred to the Intermountain District who are early in the process of preparation for ministry. The Initial Assessment will consist of orientation to Ministerial Development Initiative processes, interviews with MDB members, encouragement and resourcing, and other evaluative experiences. Individuals who have received a district minister's license and who have advanced to Tiers 3 or 4 are required to attend the Mid-Point Assessment. The Mid-Point Assessment is to be attended once only during the course of a MID's preparation for ministry.

3. COMPLETION OF EDUCATIONAL REQUIREMENTS

Upon completion of educational requirements, which includes the completion of all aspects of the Supervised Ministry Experience, the MID is awarded graduate status and is placed in Tier 5. Only those MIDs having been placed in Tier 5 and having completed years of service as an assigned minister (see *Manual* 428-429) or having met the requirements for recognition of ordination in another denomination, shall be eligible to be considered by the Ministerial Development Board for ordination.