

Validation of a Specialized Ministry – COM Process

1. Candidate provides the COM with a position description and contract as well as a PIF or resume.
2. COM arranges a clearance interview with the candidate, ordinarily handled at a regular meeting of the Specialized/HR Subcommittee of COM – interview takes approximately 90 minutes
3. If approved by the subcommittee, the candidate provides the following items:
 - § Digital photo of candidate
 - § Brief bio
 - § Criminal and child abuse background checks (or signed permission to obtain background checks if presbytery is to order the checks. In that case, the candidate will be billed for the process – usually \$9 unless additional checking is required)
 - § Date position is to begin
 - § If candidate is to be ordained to the position, the date, time and place of the ordination and the names of the teaching elders and ruling elders to serve on the ordination commission
4. Specialized/HR Subcommittee makes the recommendation to COM to validate the ministry
5. COM makes the recommendation to the presbytery
6. Presbytery votes to approve

Notes on specialized ministries: (This is not intended to be a check list of requirements, but a review of the considerations often made by the Specialized/HR Subcommittee in considering validation of specialized ministries.)

- § Specialized ministries include but are not limited to: chaplaincy, seminary staff and faculty, governing body staff, pastoral counseling, campus ministry, mission, social work, or consultancy.
- § The ministry should be consistent with the mission of Pittsburgh Presbytery and the Great Ends of the Church
- § The teaching elder will be accountable to Pittsburgh Presbytery through the COM
- § The teaching elder will be accountable to a board or organization that has oversight for the ministry
- § The salary should be fair for the work required (or there should be a clearly-defined intention of tent-making), and the budget of the organization indicates that it can provide the salary offered
- § There is some reason why the position requires ordination
- § The candidate can clearly articulate a personal faith story
- § There has been some evidence of fruit-bearing in the candidate's ministry
- § Candidate affirms ordination vows