

SEARCH PROCESS TASK CHART

Congregation

- x Elects PNC
- x Approves candidate nominated by PNC
- x Recommends candidate to Presbytery
- x Hosts Installation Service

Session

- x Approves CIF for recommendation to COM
- x Reviews Terms of Call for budget feasibility
- x Calls Congregational Meeting to elect candidate

Pastor Nominating Committee (PNC)

- x Writes Church Information Form (CIF)
- x Reviews Personal Information Forms (PIFs)
- x Interviews candidates and checks references
- x Selects Nominee
- x Negotiates Terms of Call
- x Presents candidate and terms of call to COM
- x Requests Session to schedule a Congregational Meeting
- x Presents candidate and call to congregation
- x Arranges for candidate's attendance at presbytery

Committee on Ministry (COM)

- x Assigns liaison to consult with PNC
- x Orients PNC to search process
- x Approves CIF for distribution
- x Announces congregation is ready to receive PIFs from clergy
- x Examines clergy candidate and reviews terms of call
- x Approves clergy to candidate with the congregation
- x Recommends candidate, terms of call and installation plans to presbytery

Presbytery of the Twin Cities Area (PTCA)

- x Elects candidate into membership of Presbytery
- x Validates call to congregation
- x Elects administrative commission to lead installation
- x Receives report and dismisses administrative commission