**Clergy Development Plan**

**A. DESIGNATION - DISTRICT BOARD OF MINISTRY**

 In accordance with Manual paragraph 205.17, the District Board of Ministry (DBM) serves as the District Ministerial Credentials Board and the District Ministerial Studies Board.

**B. MEMBERS OF THE DISTRICT BOARD OF MINISTRY**

Member Ex Officio: Rev. Daniel Gilmore, District Superintendent

Chairman: Rev. Bryan McInerney (2020)

Secretary: Rev. Mark Hoult (Ex Officio)

Members-at-Large:

Rev. Jeremy Gomez (2019) Rev. Bryan McConnell (2021)

Rev. Steve LaLone (2020) Rev. Ronald VanSyckle (2021)

**C. INSTRUCTIONS TO STUDENTS**

**Application for Enrollment in the District Ministerial Studies (DMS) Program**

Persons desiring to enroll in the DMS program should complete the enrollment application form and have their senior pastor complete the Pastor=s Recommendation Form. (These forms are accessible on the district web site and are in PDF format. See below for location information.) The application form should be filled out and submitted to the DBM chairman along with all college transcripts, a recent photograph of the applicant, and a copy of the applicant=s Local Minister=s License. The completed Pastor=s Recommendation Form should be mailed directly to the DBM chairman by the senior pastor.

**Enrollment Eligibility**

Enrollment in the DMS program is open only to those persons seeking ministerial licensing and ordination in the Church of the Nazarene and to local lay ministers. All persons who have been granted a Local Minister=s License should begin the application process for enrollment in the DMS program and should make application for enrollment at a Nazarene institution providing approved Modular Course of Study (MCOS) courses. Enrollment in the DMS program is subject to an approval process that includes authorization and approval by the district superintendent and will include a background check. Enrollment confirmation in the DMS program will be given to new students by way of a letter signed by the DBM chairman.

**Credentials Checks**

 All applicants will be submitted for a credentials check through the office of the General Secretary.

**Modes of Academic Preparation**

Ministry training at a Nazarene college/university and, if possible, Nazarene Theological Seminary is the preferred mode of academic preparation for ordination. Other modes include approved Modular Course of Study (MCOS) programs offered through Nazarene Bible College and other Nazarene regional colleges/universities, or other approved Nazarene programs offered by other districts. Credit may be given for college level courses completed by the applicant upon receipt of approved transcripts. All educational preparation for ordination is under the supervision of the DBM. Persons will not be approved for ordination without completing the Manual prescribed district supervised educational requirements (or the equivalent).

**Regulations for the District Ministerial Studies (DMS) Program**

1. The Northern Michigan District Board of Ministry (DBM) has authorized all approved MCOS programs offered by Nazarene regional colleges/universities as the mode of preparation for students enrolled in the DMS program.

2. DMS program applicants/students should familiarize themselves with the approved institution=s MCOS enrollment policies.

3. Responsibility for enrollment in these on-line programs rests solely with the student. Enrollment acceptance into the DMS program of the Northern Michigan District **does not** constitute enrollment into an approved on-line MCOS program.

4. All persons who have received a Local Minister=s License from their local congregation should enroll in the DMS program and begin the process of educational preparation for the ministry. The Manual (section 428.4) requires that *local ministers shall pursue a validated course of study for ministers under the direction of the District Ministerial Studies Board. Local license cannot be renewed after two years without the written approval of the district superintendent if the local minister has not completed at least two courses in the required studies in a validated course of study.*

5. Students are responsible to keep the DBM secretary abreast of their progress in the chosen MCOS program. Students should know that no communication exists between the MCOS institution and the DBM. Therefore, students need to forward regular and timely progress reports to the DBM secretary.

6. Students are required to complete two (2) courses per district year (March – February) in an approved program. Failure to do so will put their DMS enrollment in jeopardy.

7. Students enrolled in the DMS program may be asked to meet with the DBM at the annual meeting. All District Minister=s License candidates will need to meet with the DBM. Students who are asked to meet and those who have applied for district licensing will be notified by the DBM secretary as to the time of their appointment and the date of this annual meeting, which is usually scheduled for a Saturday in mid February.

8. Persons seeking a District Minister=s License must have held a Local Minister=s License for not less than one (1) year. They must also have completed one-fourth of a validated course of study for ministers. (See Sourcebook on Ordination section 441.4.) They must make application to receive a district license with the DBM secretary. The DBM secretary, upon receiving their application, will schedule an appointment with the DBM for a licensing interview. It is very important that licensing candidates understand that this process is not automatic; they must initiate this process by making application for licensing.

9. Students enrolled in a college degree program are responsible to annually submit to the DBM secretary documentation of their academic standing and completed course work. Transcripts, upon graduation from the college/university, must be evaluated and approved by the DBM.

10. If the student or spouse of the student has had a previous marriage and divorce and he or she will be seeking a district license, the necessary review forms must be requested from the secretary of the DBM. There must be a removal of divorce as a barrier before the student can be considered for a district minister=s license.

**Academic Probation**

The *Manual of the Church of the Nazarene* specifies that a student must complete two (2) courses per year in an approved program in order to remain enrolled in the course of study (see section 428.4). A student who fails to complete this required minimum will be placed on a six (6) month academic probation. The student is given this grace period to complete the outstanding work for the previous year. A student who successfully completes the outstanding work will have the remaining six (6) months of the year to complete the current year=s work minimum. A student who fails to complete the outstanding work during the probation period will be in jeopardy of dis-enrollment. Any exceptions or variations from this policy must be approved by the DBM.

**Tuition & Fees**

There are currently no enrollment or annual fees to be enrolled in the DMS Program. Please note,

however, that the tuition, fees, and due dates for payment for MCOS classes are set by the providing institution. The DBM has no involvement or oversight in this fee process.

**Mentoring Program**

Each licensee will be assigned a mentor from the DBM members. In some cases it may serve the licensee better to have a mentor nearer to them (such as their pastor). In these cases the DBM member will act as supervisor over the mentor.

The goal of the mentoring program is to help each candidate feel supported, encouraged, and strengthened in his or her ministry. Pastoral mentoring has the potential to help the mentored become more proficient in ministry and provides an avenue for growth. It is our hope that through creating trusting relationships it will provide guidance and sharpen the mentored’s view in ministry in an intentional way.

A report by the mentor or supervisor will be submitted annually as part of the licensee’s application for renewal or ordination.

**Information**

1. **For guidance**: Students should first go to their DBM mentor or to either the DBM chairman or secretary. Those interested in enrolling in the DMS program should first contact their pastor for advice and counsel.

2. **For applications**: The district web site posts the application for a district license and the DMS program enrollment application (accessed through the District Forms menu item.)

3. **To submit DMS program applications/transcripts/etc.**: Send to the DBM chairman, Rev. Bryan McInerney, 1367 W. Kalkaska Rd., Kalkaska, MI 49646; kx3chunaz@att.net.

4. **To receive a district minister=s license**: Send your completed application to DBM secretary, Rev. Mark Hoult, 1395 Wilkinson Rd., Gaylord, MI 49735; mwhoult@hotmail.com.

5. **To enroll in an approved MCOS program**:

 R Nazarene Bible College: http://www.nbc.edu, (800) 873-3873, ext. 5035.

 R Northwest Nazarene University also administers MCOS courses.