

## **CANDIDATING PROCESS**

- No candidate aged 50 or beyond in the year of acceptance will be accepted.

### **NOMINATING PROCEDURE**

In order to be **NOMINATED** as a **CANDIDATE FOR THE MINISTRY OF WORD AND SACRAMENT** one needs to:

- Be a practicing **Christian, committed to Jesus Christ**
- **Feel a clear call to the Ministry of Word and Sacrament**
- Be a **member in full standing** of the Methodist Church of Southern Africa for at least 2 years
- **BE A FULLY ACCREDITED LOCAL PREACHER in order to be nominated**
- **Have completed required credits as set out below at Diploma or Degree level from an MCSA approved institution.**
- Have attended **District School of Vocation** for a minimum period of 1 year. An SOV certificate is valid for **2 years**. Individuals who re-candidate must hold a valid SOV certificate.
- Candidates who are private students at SMMS must submit a formation report.
- Candidates who are in their year of exit at SMMS or have exited the Seminary, must submit a Formation Certificate with their application form.

The MCSA requires the following academic courses. **Please note:** Candidates must have **completed** these courses **before being nominated**.

**PLEASE NOTE: From 2021 The Higher Certificate alone from SMMS and TEEC will no longer qualify for candidating purposes. The following academic courses will also be required from the candidates who have the Higher Certificate.**

### **DEGREE –TEEC**

- o Engaging with people pastorally and ethically (7002)
- o Growing spiritually, thinking theologically (7003)
- o Interpreting Texts. (7004)
- o Exploring our Christian Foundation (7155)

**or**

### **DIPLOMA IN THEOLOGY - TEEC**

- o Getting to know the Bible (85100)
- o Church History 1 (85130)
- o Systematic Theology 1 (85240)
- o Spirituality 1 (85250)
- o Ethics 1 (85260)
- o Practical Theology 1 (85370)

**or**

### **DIPPRACMIN/BTH SMMS**

**Please Note: SMMS students must be registered for SYS 203 and successfully complete the course before nomination date (31 July)**

- o Introduction to Old Testament (BIB 101)
- o Introduction to New Testament (BIB 102)
- o Establishing the Church (CHH 101)
- o Introduction to Systematic Theology (SYS 101)
- o Introduction to Christian ethics (SYS 203)
- o Introduction to Proclamation (PCMM 105)

## **ORDAINED MINISTERS WISHING TO TRANSFER FROM OTHER CHURCHES**

- All applicants for transfer must be able to serve the MCSA for **at least ten years**, including their years of training as MINISTERS on TRIAL
  - **No application will be considered of people above 65 years of age, who apply to be considered Supernumeraries in the MCSA.**
  - The applicant`s denomination must be part of the traditional mission churches.
  - Bishops send the names of applicants to EMMU **no later than 31<sup>st</sup> July.**
  - The **Application to Transfer to the MCSA** document is available for download from the EMMU website [www.methodisttraining.co.za](http://www.methodisttraining.co.za). This document must be completed **submitted with ALL attachments to EMMU no later than 31<sup>st</sup> August**
- All other procedures and requirements are the same as for candidates for Word and Sacrament

**Successful applications for transfer** are required to complete a **minimum of two years but not more than 4 years** on trial and have to complete and participate in all aspects of probationer training.

## **CANDIDATING FOR THE MINISTRY OF WORD AND SERVICE**

- **No candidate aged 50 or beyond in the year of acceptance will be accepted**
- Conference 2015 (Yearbook 2016, Par 2.43) resolved that the “**Non-Itinerant category of the ordained ministry be discontinued in its current form and no new candidate will be received.**” (see also Yearbook 2017, Par 2.8).
- Deacons may still either candidate for FTINS (Full Time Itinerant Non-Stipendiary) or FTIST (Full Time Itinerant Stipendiary).

**In order to be NOMINATED as a CANDIDATE FOR THE MINISTRY OF WORD AND SERVICE one needs to:**

- Be a **practicing disciple of Jesus Christ**
- Be a **full member in good standing** of the MCSA for at least 2 years
- **Have a sense of a divine calling to a Ministry of Word and Service** and not a failed or thwarted sense of vocation somewhere else (e.g. Word and Sacrament).
- Have a **Senior Certificate or Matriculation (or equivalent)**
- Be an fully **accredited Local Preacher**
- Have attended **District School of Vocation** for a minimum period of 1 year
- An SOV certificate is valid for 2 years. Individuals who re-candidate must hold a valid SOV certificate.

- **Have completed the following academic courses:**

### **BASIC CERTIFICATE IN THEOLOGY (Khovo Bible School) [Mozambique only]**

- Introduction to New Testament (Part 1 & 2)
- Introduction to Old Testament (Part 1 & 2)
- Homiletics (Part 1)
- Christian Life

**Or**

### **DIPPRACMIN/BTH SMMS**

- Introduction to Old Testament (BIB 101)
- Introduction to New Testament (BIB 102)
- Establishing the Church (CHH 101)
- Introduction to Systematic Theology (SYS 101)
- Introduction to Christian ethics (SYS 203)
- Introduction to Proclamation (PCMM 105)

Or

**DIPLOMA IN THEOLOGY (TEEC)**

- Getting to know the Bible (85100)
- Church History 1 (85130)
- Systematic Theology 1 (85240)
- Spirituality 1 (85250)
- Ethics 1 (85260)
- Practical Theology 1 (85370)

Or

**BACHELOR IN THEOLOGY (TEEC)**

- Engaging with people pastorally and ethically (7002)
- Growing spiritually, thinking theologically (7003)
- Interpreting Texts. (7004)
- Exploring our Christian Foundation (7155)

- A completed qualification from a South African Qualifications Authority registered institution acceptable to the MCSA.
- All other candidating procedures are the same as for Word and Sacrament.
- **In addition**
  - The EMMU District Screening Committee forwards the approved applications to the Methodist Order of Deacon's Convocation. Successful candidates must attend the Convocation to share their testimony and call to the diaconal ministry. The Convocation may make additional recommendations to Synod where necessary.

**CANDIDATE PROCEDURE**

- The Circuit Quarterly Meeting recommendation shall be in accordance with the provided **Circuit Quarterly Meeting guide AND the Superintendent's evaluation report** (both these documents can be downloaded from [www.methodisttraining.co.za](http://www.methodisttraining.co.za)).
- **"INTENTION TO NOMINATE A CANDIDATE"** (can be downloaded from [www.methodisttraining.co.za](http://www.methodisttraining.co.za)) must be submitted by Superintendent Ministers to reach EMMU **before 31 July. Due to time constraints no late nomination can be accepted.**

**Nominated candidates must obtain and complete the Candidate Application Form** (Available for download from [www.methodisttraining.co.za](http://www.methodisttraining.co.za)) and completed in full by the candidate and superintendent where necessary. It will be helpful to make use of the checklist on the first page of the personal questionnaire to ensure that ALL required documents are included with the application.

- Personal Questionnaire Questions 1 – 6 and **ALL** required documents
- School of Vocation Certificate (valid for 2 Years)
- Detailed Self-Evaluation
- Superintendent's Report
- SMMS Formation Certificate or Progress Report
- Evaluation of candidate's health (Fedhealth Document to be completed in full)
- Police Clearance Certificate valid for 1 year
- These documents with ALL required attachments must be submitted to EMMU not later than **31<sup>st</sup> August.**

**Only COMPLETE AND CORRECT applications without any outstanding documents will be permitted to proceed to writing the entrance exam.**

- **Theological competency and academic ability** will be assessed in the form of a written examination to be assessed by EMMU.
- **Vocational Readiness** assessed through screening done by a panel that comprises nominated individuals appointed by the District Bishop. **It is mandatory that a person with experience in the field of Psychology** be present within this panel together with a representative or representatives from the Connexional EMMU.
- **Conference 2019 resolved that if** Private Students candidate from Seth Mokitimi Methodist Seminary, they shall be required to include a Formation Certificate or Report from the Seminary with their documentation, which shall be considered by the Synod Screening Committee.
- **Conference 2019 resolved that** Psychological Profiling consisting of Personality and Emotional Intelligence tests shall form part of the selection process of the Candidates for the Ordained Ministries. The tests shall be done by those who have passed the Candidates' written examination, before the Readiness Screening. They shall be conducted by the EMMU appointed Clinical Psychologists who shall give reports to the Synod Screening Committees.
- **Conference 2012 directed that a person whose candidature has not been accepted for 3 consecutive years may only apply to re-candidate after a period of 2 (two) years.**
- Applicants appear before their Synods to give testimony. The Synod recommends acceptance to the EMMU General Committee.
- Connexional Executive to approve the acceptance based on the recommendation from the EMMU General Committee.
- Individuals who candidate having completed a period of study at Seth Mokitimi Methodist Seminary prior to candidature, may be awarded a maximum of one year reduction period from the years of probation. This would result in a candidate serving a minimum period of four years on probation before being received as an ordinand, subject to having completed all EMMU requirements as stipulated in the Yearbook from time to time.
- Individuals who have successfully satisfied the candidature requirements for **Word and Service** will pursue their academic qualifications through TEEC.

## STUDENT MINISTERS

### DISCIPLINE GUIDE AND RUBRICS FOR MINISTERS-IN-TRAINING

Note: A comprehensive document of the disciplinary processes is available in the yearly updated "Handbook for Probation".

### SYNOD EXAMINATIONS

Required reading

Tim Attwell & Dion Forster, *Exegesis for Preachers and Scholars*, (Four page pamphlet available from your DSS, EMMU or download from [www.methodisttraining.co.za](http://www.methodisttraining.co.za)).

Preparation for the Examination

Read the 4 page pamphlet *Exegesis for Preachers and Scholars/Teachers of the Bible*. Following carefully the exegetical method detailed in the pamphlet, prepare a 1000 word exegesis on the following passages.

**Ezekiel 47:1-10**

**John 20:19-21**

In the exegesis you must use each one of the three "points of focus" in the pamphlet, and show how these three points work together. Most especially, you must show how

the “living word” in the reading relates to your own context and to the broader context in Southern Africa.

This exegesis must be sent to the Synod Supervisor of Studies **at least 4 weeks before the examination**. The examiner will distribute copies to the members of the examining committee. **Failure to meet this deadline will be recorded as a failure in the Synod Oral Examination.**

#### The Examination:

This will be in the form of a discussion among a group of Student Ministers and the committee. Student Ministers will be asked to explain how they did their exegesis, and then respond to the positions of others in the group. Marks will be awarded on the basis of:

- (i) Preparation for the examination, as evidenced by the exegesis and the oral response.
- (ii) The Student Ministers’ understanding of their own position.
- (iii) Understanding and flexibility of response to the positions of others.

### **GENERAL REGULATIONS**

#### **Probationer Mentoring Committee**

For consistent support, encouragement, accountability and mentoring the Superintendent of a Circuit where a Probationer is stationed shall appoint a Probationer Mentoring Committee consisting of five (5) people including Leaders of the Society/Section/Circuit along with a Minister with whom the Probationer works closely

- Unless there is a reason for change, the same committee is to walk alongside the Probationer until the ordination year or until s/he leaves the station
- A Minister will be the convener of the meetings and meet with the Probationer at least once a quarter
- The committee is expected to compile a minimum of two (2) progress reports annually (April and October)
- These reports should be signed by the Superintendent and sent to the Synod Supervisor of Studies

#### **Internship:**

- a. All itinerant Student Ministers in circuit, Ordained Ministers on Trial and Deacon Probationers shall be part of Internship Training. This involves 5 days in January (January Seminar) and 5 or more days during the year.

#### **Trial Services:**

It shall be standard practice for the Trial Service Committee to meet with a Student Minister or candidate to give constructive and helpful comments and for this to take place immediately, or as soon as possible, after the service.

### **EXIT PROCEDURE FROM PROBATION TO ORDINATION**

**A Probationer under FINAL WARNING may not be advanced to ordination.**

Only when a Probationer Minister has **COMPLETED ALL** academic requirements **in the previous year** and if the Superintendent of a Probationer Minister judges the Probationer

- Of sound moral and religious character,

- As believing and teaching sound Christian doctrine as held by the Methodist Church,
  - As observing and enforcing our doctrine,
  - And as having competent abilities for the work of an Ordained Minister in the MCSA,
  - AND the Probationer having served the required minimum years on probation.
1. The **PMC** conducts an interview with the probationer and **makes a recommendation to the April Quarterly Meeting.**
  2. The **April CQM** receives the reports then **forward them along with their recommendation to Synod and EMMU, through the SSS.**
  3. The Synod Supervisor of Studies convenes a **District Screening Committee before the District Synod**, including members of the District EMMU Committee. This committee will **review** the Probationer's **Circuit Assessment and CQM recommendation and then interview the probationer** to assess personal and spiritual growth of the Probationer.
  4. **The Synod Listening Committee conducts an Oral Examination** of the recommended probationer **in committee (not on the floor of the synod)**. This examination will assess the probationer's understanding of Methodist doctrine and theology and will be set by EMMU.
  5. **Synods receive the names of all Probationers whose advancement is recommended** by the Circuit Quarterly Meetings for consideration and recommendation of advancement by the District Screening and Listening Committees.
  6. **Probationer Ministers submit the required Assessment Documents (content to be determined from time to time) to EMMU, by 01 June of the year in which Synod has recommended their name for advancement to Ordination.**
  7. The **General Committee of EMMU**, having received all the reports from District Synods, shall on the basis of such reports (through its Assessment Committee) **make a recommendation to the Connexional Executive** pending satisfactory end of year results.

#### **PREPARATION FOR ORDINATION**

- All candidates for Ordination shall write three assignments set by the EMMU in the year of their Ordination, attend two retreats in January and September.
- Ordinands shall **undergo a Theology Oral examination on the floor of the Clergy Convocation.** EMMU sets the exam annually and forward it to the Bishops prior to Convocation.