**ITINERANCY**

- Missional system whereby the bishop appoints ordained elders, provisional elders, and associate members to fields of labor.
- Goal is to grow disciples and congregations as well as to start new congregations.
- System relies on strong lay leadership.
- The bishop fixes appointments following a process of consultation.
CONSULTATION AND APPOINTMENT MAKING

- Process whereby the bishop and/or district superintendent confer with the pastor and committee on pastor-parish relations
- The role of the committee is advisory
CONSULTATION PROCESS

- Church profile is completed/updated every year regardless of the expectation of new appointment
- Profile must include
  - General situation in which the congregation finds itself
  - Convictional stance of the congregation
  - Ministry of the congregation among its people for the sake of the community
  - Qualities and functions of pastoral ministry needed
CONSULTATION PROCESS

- Pastor profile is completed/updated annually
- Profile must include
  - Spiritual and personal sensibility
  - Academic and career background
  - Skills and abilities
  - Community context
  - Family situation
CONSULTATION PROCESS

- Community profile may be completed/updated annually by the district superintendent.
- Profile may include:
  - General demographic data and trends
  - Economic trends
  - Projected community changes
  - Other sociological, economic, political, historic, and ecumenical aspects of the community surrounding the church.
A change in appointment may be initiated by the pastor, committee on pastor-parish relations, district superintendent, or bishop.

Bishop and cabinet shall consider all requests for change of appointment in light of the profiles, evidence of gifts and grace, professional experience, and family needs of the pastor.

A request for a change does not necessitate a change.
PROCESS OF APPOINTMENT MAKING

- The following shall be considered
  - Performance evaluations
  - Needs of the appointment under consideration
  - Mission of the Church

- The priority of needs
  - The mission of the BWCUMC
  - The specific missional needs of the specific church and its community
  - The needs of the clergy person (including family situation)
PROCESS OF APPOINTMENT MAKING

- The DS shall confer with the committee on pastor-parish relations about pastoral leadership
- The process begins with the consideration of natural openings - retirements, appointments to extension ministry, etc.
- The cabinet considers names for an open appointment
- The bishop discerns one name
The ending DS confers with the pastor about a specific possible appointment

The new DS sets up an introductory meeting with the new committee on pastor-parish relations

- A memorandum of understanding is completed and signed
- Transition packet is presented to chair
The ending DS sets up a meeting is the ending committee on pastor-parish relations
  - The church profile is reviewed
An announcement is made to the ending and new congregations the following Sunday
RESOURCES

- The Book of Discipline of the United Methodist Church 2016
- Guidelines for Leading Your Congregation: 2012-2015
- www.bwcumc.org - Resources - Church Leadership - SPRC Resources
- www.gcfa.org General Council on Finance & Administration of the UMC
  - Housing Allowances Q&As
  - Accountable Reimbursement Policies Q&As
  - Local Transportation Expenses Q&As
  - Sample Expense Voucher
  - Consumer Price Index