



# The Christian Church (Disciples of Christ) of Greater Kansas City

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## THE ORDER OF MINISTRY APPLICATION FORM COMMISSIONED MINISTRY

### Introduction

*“Commissioning is an acknowledgment by the Church of the gifts of the Spirit in the one commissioned, and a commitment by both the Church and the Commissioned to the new relationship. Those Commissioned offer their gifts to the Church and commit themselves to the burden and opportunity of new authority and responsibility. At the same time, they enter into a collegial relationship with all ministers. By receiving the Commissioned minister in the act of commissioning, the Church acknowledges the minister’s call and commits itself to be open to it.”*

#### *Theological Foundations and Policies and Criteria for the Ordering of Ministry, p 10*

*“Standing in the Christian Church (Disciples of Christ) is credentialing for ministry within the Christian Church (Disciples of Christ), a call to accountability to the church, and collegiality with other ministers both denominationally and ecumenically. . . Standing affirms that the Commissioned or Ordained minister is currently engaged in the practice of ministry, whether on an occasional, part-time or full-time basis, with continuous accountability maintained with a congregation, related organization or institution, Region, or General Ministry of the Christian Church (Disciples of Christ). Such ministers are listed in the Year Book and Directory of the Christian Church (Disciples of Christ) and may call upon the church for services and support such as pastoral care, ecclesiastical endorsement, and scholarship aid. In addition they have voting privileges in the General Assembly of the Christian Church (Disciples of Christ).”*

#### *Theological Foundations and Policies and Criteria for the Ordering of Ministry, p 24*

We welcome your interest in applying for standing in the Christian Church (Disciples of Christ) in Greater Kansas City. Standing in this Region is granted through the Commissioned Ministry Commission—a group of clergy peers elected by the Regional Assembly and charged with helping you to evaluate your readiness (and that of the Region) to begin this important partnership together. Translation assistance is available for those candidates whose primary language is not English.

Applying for standing does not guarantee standing. However, our Commissioned Ministry Commission members and clergy colleagues are ready and willing to assist you through this application process.

The newly revised process takes between six months to a year and consists of the following (in order):

1. Complete the initial application, and return to the Office Manager either by email: [office@kcdisciples.org](mailto:office@kcdisciples.org) or by mail to 7600 West 75th Street, Suite 6, Overland Park, KS 66204-2894. If you plan to submit your completed application in person, please call ahead (913-432-1414) to insure someone will be available to receive you upon your arrival.
2. The Regional Minister will contact your senior pastor, employer or board moderator (as appropriate) concerning your application.
3. A sample letter of Recommendation and Request for Commissioning will be sent to the Moderator, Chair of the Board, or President of your place of ministry, and a request is made for such a letter to be signed and sent to the Regional Office verifying your ministry duties, and that those ministerial duties require you to have standing.
4. You will need to schedule an interview with Regional Minister and President, Bill Rose-Heim. Email: [billrh@kcdisciples.org](mailto:billrh@kcdisciples.org) or phone 816-617-7020. This interview will last between 30-45 minutes. It will be an opportunity for you to explore commissioning, share information about yourself, your calling, and your ministry.
5. Your application, and a Report of Interview from the Regional Minister and President will be made available to the Commissioned Ministry Commission. Upon their review and discernment, the Commission shall extend an invitation to the candidate for an exploratory meeting with the candidate.
6. Upon the recommendation of the Commission you will be assigned a mentor who is either a long-term commissioned minister with standing in the Greater Kansas City Region, or an ordained minister with standing in the Greater Kansas City Region.

7. You will be invited to complete an on-line Ministerial Profile and apply for a comprehensive Background Check. This on-line Ministerial Profile becomes the basis for helping you, your mentor, your nurture team (or Pastoral Relations Committee) and the Commission to assist you in preparing for and sustaining your ministry for what we hope will be a long, fruitful, and fulfilling season of service. There is an expense for the Background Check, and some ministry settings are willing to cover the cost.
8. The Commissioned Ministry Commission may, following review of your Profile and Background Check invite you and your mentor to a second interview during which they will work with you to evaluate your Personal Qualifications for Ministry and sixteen Areas of Ministerial Practice.
9. You will also be invited to make an appointment with an approved psychologist for a psychological assessment. Currently, the cost for this is \$775.00. The cost is shared equally between the candidate, their place of ministry, and the Region. (*Note: funding may differ with candidates in new congregations with standing in the Christian Church.*) A list of recommendation providers is available through the Regional Office. The list will be made available to the candidate upon receipt of their fee payment from both the candidate and their place of ministry. Checks should be made payable to: CCGKC. In the memo section of the check note: Psychological Testing.
10. Results from the psychological assessment are confidential and are shared only with the Regional Minister and President who, in turn, provides a confidential, brief summary of the psychologist's recommendations to the Commission.
11. The Commission will issue a progress report to the candidate, mentor and the leadership of her/his ministry setting review parts of the process completed, and parts of the process yet to be completed as well as a projected timeline for commissioning.
12. You will be asked to complete the following educational courses to be offered quarterly:
  - an approved course in Boundaries Training (with a suggested renewal of information every 5 years),
  - an approved course in Disciples History
  - a course in Disciples Theology and Organization  
Text: Sharon E. Watkins, *WHOLE: a Call to Unity in our fragmented World*  
[Design for the Christian Church \(Disciples of Christ\)](#)
  - an Anti-Racism/Reconciliation course (with a suggested renewal of information every 5 years).
13. You will sign a covenant known as the Ministerial Code of Ethics.
14. A candidate's commissions may be renewed annually contingent upon meeting the required qualifications for retaining standing—a shorter, simpler process.

We look forward to receiving your application. Please contact us if you have questions. The process is involved but through it we pray you will be better informed, equipped, and supported in your ministry.

With prayerful best wishes,

Donna Müller

Commissioned Ministry Commission Chair



**The Christian Church (Disciples of Christ)  
of Greater Kansas City**

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**THE ORDER OF MINISTRY APPLICATION FORM  
COMMISSIONED MINISTRY**

**Legal First Name of Candidate**

**Legal Middle Name**

**Legal Last Name**

**Street Address**

**City, State, Zip**

**Home Phone (    )    -**

**Cell Phone (    )    -**

**Work Phone: (    )    -**

**Personal Email Address**

**Work Email Address**

**Ministry Email Address**

**Date of Birth (mm/dd/yy)**

**Marital Status**

**Single**

**Married**

**Divorced**

**Widow/Widower**

**Other**

**Name of the Ministry Organization where you are currently serving**

**Ministry Organization's Name**

**Ministry Organization's Minister's Name**

**Ministry Organization's Minister's Phone Number**

**Ministry Organization's Minister's Email Address**

**Ministry Organization's Moderator, Chair of the Board, or President's Name**

**Moderator, Chair of the Board, President's Phone Number**

**Moderator, Chair of the Board, President's Email Address**

**Your title at this Ministry Organization?**

**Your role at this Ministry Organization?**

**When did you begin serving in this role?**

**Was there a particularly memorable experience that led you to consider serving in ministry? (Describe)**

**What training have you received thus far to equip you for this ministry? (Attach additional information, if available)**

**What Leadership roles in a local congregation have you performed?**

**What level of education have you attained (Check all that apply)?**

College

**If Graduated, list year ?**

**If Graduated list Degree?**

Graduate School

**If Graduated, list year ?**

**If Graduated list Degree?**

Seminary

**If Graduated, list year ?**

**If Graduated list Degree?**

Specialized Training

**If Graduated, list year ?**

**If Graduated list Certification and/or Degree?**

**Describe the image of God in scripture.**

**Describe your daily personal spiritual practices.**

**Describe your immediate family**

**Having read through the welcome letter, what questions do you have regarding the process for seeking standing as a Commissioned Minister?**

### **References**

List three individuals along with their contact information who are most familiar with your ministry and character. By signing below, you are giving permission to the Commission Ministry Commission and/or the Christian Church (DOC) of Greater Kansas City Regional Staff to contact these references.

1. Name of Reference

Phone Number

Email Address

2. Name of Reference

Phone Number

Email Address

3. Name of Reference

Phone Number

Email Address

**"By signing this document, I hereby apply for commissioning and consent to the release of all data concerning my application and related future correspondence to members of the Commissioned Ministers Commission."**

\_\_\_\_\_  
Signature of Applicant (Required)

Date \_\_\_\_\_  
(Required)

REQUIRED SIGNATURE(S)

\_\_\_\_\_  
Signature of Senior Minister of Sponsoring Congregation

\_\_\_\_\_  
Signature of Moderator/Chair of Board, or President of  
Sponsoring Congregation