



The United Church of Canada
L'Église Unie du Canada

Ministry Vocations, Human Resources Unit
3250 Bloor St. West, Suite 300, Toronto, ON M8X 2Y4

Approval of Appointment for Applicants for Designated Lay Ministry

This form must accompany and becomes part of form PR 433 AP (Record of Appointment).

Part 1: Approval of Readiness for Appointment by Home Presbytery/District

Name of individual: _____

Home presbytery/district: _____

This is to confirm that the _____ Presbytery/District E&S

Committee on _____ (date) approved the above individual as ready for appointment as a designated lay minister and agrees with the recommendation to appoint her/him to

_____ (pastoral charge)

effective _____ (starting date of appointment) and confirms that

has been accepted into the DLM Program at Calling Lakes Centre

or alternative requirements have been confirmed as follows:

Date

Chair of E&S Committee

Distribution

The applicant's home Presbytery/District E&S Committee:

- completes Part 1
- sends one copy to the applicant
- keeps one copy for their records
- forwards **original** to appointing Conference Internship and Educational Supervision Committee

Part 2: Approval of Site/Supervisor by Appointing Presbytery/District Education and Students Committee

Name of Pastoral Charge: _____

Presbytery/District: _____

Name of Supervisor: _____

The Education and Students Committee of _____
Presbytery/District

- has reviewed the application of the pastoral charge to be a learning site and found it an appropriate site for this applicant
- has reviewed the application of the above-named individual to be an educational supervisor and found him/her to be appropriately trained and suited for such work

and having reviewed the educational opportunities of the site and the skills and gifts of the educational supervisor, recommends that

_____ Pastoral Charge,
with _____ as educational supervisor,
be approved as a learning site for a designated lay minister.

Date of action

Chair of E&S Committee

Part 3: Approval of Site/Supervisor by Appointing Presbytery/District Pastoral Relations Committee

The Pastoral Relations Committee of _____
Presbytery/District, having received the recommendation of the Education and Students Committee, concurs that

_____ Pastoral Charge,
with _____ as educational supervisor,
be approved as a learning site for a designated lay minister.

Date of action

Chair of Pastoral Relations Committee

Distribution

The appointing Presbytery/District Education and Students Committee:

- completes Part 2*
- forwards **original** to appointing Presbytery/District Pastoral Relations Committee*

The appointing Presbytery/District Pastoral Relations Committee:

- completes Part 3*
- attaches this form to PR 433 AP (Record of Appointment) and forwards to the presbytery/district for action*
- forwards **originals** of this form and PR 433 AP to the Human Resources Unit for the applicant's permanent file*