

## Process of Transition of Candidate from CRE Committee to COM

1. When candidate has completed CRE requirements and has been examined by Presbytery, (s)he is to complete a Personal Information Form (PIF).
2. The PIF is reviewed by the candidate's mentor and the CRE Committee, and revised as necessary.
3. The chair of the CRE committee will notify the chair of COM that the candidate is available to be commissioned. The candidate's PIF will be shared with the COM chair.
4. The COM chair will notify the full committee of the availability of the candidate.
5. The General Presbyter will notify (e-mail) candidates eligible for commissioning **and CREs** whenever it is clear that a church (or governing body) is seeking new leadership. Each candidate/**CRE** will notify their Mentor and the General Presbyter when (s)he is interested in being considered for an opening.
6. The candidate/**CRE** will submit his/her PIF to churches and/or governing bodies where they are interested in serving.
7. The CRE Committee will ensure that all CREs and CRE candidates have an active Mentor.
8. When a contract is agreed upon by the church (or governing body **or other approved institution**), candidate, and COM, the commissioning service date will be established.
9. An annual review of a CRE will be completed through COM's regular process of reviewing those in Stated Supply and Validated Ministry positions, including completion of the annual terms of call worksheet and participation of CRE and their Mentor in the End-of-First-Year Review.
10. CREs are expected to continue attending CRE Seminars. The continuing education requirement will be compatible with the policy for Teaching Elders.
11. Once a CRE is commissioned, his/her file will be maintained in the Presbytery Office.

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