

Convocation of Episcopal Churches in Europe. Process flow chart for Ordained Ministry, from Aspirant to Candidate. July 2016

This table indicates: in rows, the steps to follow from inquiry to licensure; and in columns, the person or group involved in each step.

From Aspirant to Nominee for Ordained Ministry	Aspirant	Priest	Voc. Discern. Comm.	Vestry	Bishop or Bishop's Office	COMB	EICS	Spiritual Director	Council of Advice	Ordained Clergy Mentor
Priest and Aspirant discern in conversation	+	+
Aspirant attends Annual Discernment Conference	+	+	.	.	.	+
Priest convenes Vocational Discernment Committee in the parish or mission	.	+	+
Priest informs COMB that a VDC has been constituted (through country rep)	.	+	.	.	.	+
VDC clarifies sense of Call with Aspirant	+	.	+
VDC reports to priest	.	+	+
Priest refers Aspirant's request to Vestry or Bishop's Committee	.	+	.	+
Vestry or B.C., recognizing spiritual and financial responsibility towards the Aspirant issues Vestry Letter of Support, or indicates resolution to Applicant that further reflection needed	+	+	.	+
If Aspirant nominated, Priest communicates Nomination decision to Bishop and forwards Vestry Letter of Support and Vestry Letter of Support to Bishop's Office	.	+	.	.	+

From Nominee to Postulant for Ordained Ministry	Nominee	Priest	Voc. Discern. Comm.	Vestry	Bishop or Bishop's Office	COMB	EICS	Spiritual Director	Council of Advice	Ordained Clergy Mentor
Bishop's Office provides Nominee with package of materials and forms	+	.	.	.	+
Nominee submits personal statement forms and documents to Convocation Office	+	.	.	.	+
Bishop receives documentation and interviews Nominee	+	.	.	.	+
Nominee undergoes medical and psychiatric evaluation	+
Bishop performs background check	+
Bishop reviews full dossier and invites Nominee for interview with COMB	+	.	.	.	+
Bishop's Office submits documentation of CV, Spiritual Journey, Letter of Application and the status form at least two weeks before the interview to COMB Chair	+	+

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From Nominee to Postulant for Ordained Ministry (continued)	Nominee	Priest	Voc. Discern. Comm.	Vestry	Bishop or Bishop's Office	COMB	EICS	Spiritual Director	Council of Advice	Ordained Clergy Mentor
Nominee meets face-to-face with COMB	+	+
COMB minutes and shares evaluation with Bishop	+	+
Bishop concludes on Nominee's admission to a ministry as Postulant and informs Nominee, COMB, and EICS	+	.	.	.	+	+
If Bishop concludes that further discernment time is appropriate, then Nominee will continue discernment as Nominee and have additional interview(s) with COMB and the Bishop	+	.	.	.	+	+

From Postulant to Candidate for Ordained Ministry (Diaconal and Priesthood)	Postulant	Priest	Voc. Discern. Comm.	Vestry	Bishop or Bishop's Office	COMB	EICS	Spiritual Director	Council of Advice	Ordained Clergy Mentor
COMB assigns COMB mentor to Postulant	+	+
COMB refers Postulant to EICS for Academic advising and Bishop's Office forwards a copy of the personal statement, CV and spiritual journey	+	+	+	.	.	.
EICS assigns Academic Advisor to Postulant and informs COMB	+	+	.	.	.
Academic Advisor develops program of formation and training following Canon III.6 and III.8 and the Ordinand Training Guidelines (may include formal seminary or training programs designed for in situ learning)	+	+	.	.	.
Postulant enters into a continuing relationship with a Spiritual Director reporting this to COMB mentor	+	+	.	.
Postulant follows EICS-directed training program	+	+	.	.	.
Postulant writes quarterly Ember Day letters to Bishop	+	.	.	.	+

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From Postulant to Candidate for Ordained Ministry (Diaconal and Priesthood), (continued)	Postulant	Priest	Voc. Discern. Comm.	Vestry	Bishop or Bishop's Office	COMB	EICS	Spiritual Director	Council of Advice	Ordained Clergy Mentor
EICS Academic Advisor monitors progress on formation and training quarterly	+	.	+	.	.	.
COMB mentor liaises with Postulant (quarterly)	+	+
EICS Academic Advisor and COMB mentor communicate regularly (quarterly) on progress	+	+	.	.	.
Postulant and COMB continue to communicate via face-to-face or internet interview at least once per year	+	+
EICS reports results of formation to Bishop and COMB once per year (progress report) in written form	+	+	+	.	.	.
Bishop's office checks if medical and psychological evaluation are up to date or need renewal	+
Postulant applies to Bishop to be admitted as a Candidate	+	.	.	.	+
Postulant interviews with COMB regarding Candidacy	+	+
COMB shares evaluation with Bishop	+	+
Bishop evaluates and refers proposition of Candidacy to Council of Advice	+	.	.	.	+	.
Council of Advice concludes on acceptance of Postulant as Candidate and informs Bishop	+	.	.	.	+	.
Bishop makes Postulant a Candidate for Orders	+
Postulant takes GOE's or equivalent	+	+	.	.	.
At completion of formation, EICS reports in writing to Bishop and COMB	+	.	+	.	.	.
Candidate writes letter to Bishop requesting ordination	+	.	.	.	+
Bishop requests canonical certificate from Council	+	.	.	.	+	.
Bishop receives certificate for Ordination (if issued)	+