

Explanation of Terms

AGP – the person called by a presbytery as Associate General Presbyter.

APNC - Associate Pastor Nominating Committee - the committee elected by the congregation responsible to nominate a minister to the congregation for election as Associate Pastor.

BOP - Board of Pensions – agency of the Presbyterian Church (USA) responsible for managing both a health care plan and a retirement fund for ministers and other eligible employees of the Presbyterian Church (USA). Address: 2000 Market Street, Philadelphia, PA 19103-3298. 1-800-773-7752.

Book of Order – part two of the Constitution of the Presbyterian Church (U S A) that details our form of government. References beginning with “G” are to this resource.

MIF - Ministry Information Form - a form completed by the Pastor Nominating Committee and approved by the Session. It contains a description of congregation, including its needs and expectations; a position description; and an analysis of the skills needed by the teaching elder.

MIF Review Team – the COM's liaisons, along with additional persons named by the Committee on Ministry, form a team for the sole purpose of reviewing the Ministry Information Form prior to its presentation to the Session of the congregation. The MIF Review Team will reflect its impressions to the Pastor Nominating Committee to insure that the MIF accurately and attractively describes the congregation and the position that is open.

Coach – Someone who is highly skilled and highly respected in some aspect of ministry but not necessarily known by the person being coached. COM may assign a coach in the hope that a coaching relationship might develop into one of respect and growth.

COM - Committee on Ministry - a committee of presbytery that is “to serve as pastor and counselor to teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators of the presbytery; to facilitate the relations between the presbytery and its congregations, teaching elders, ruling elders commissioned to pastoral service, and certified Christian educators; and to settle difficulties on behalf of the presbytery where possible and expedient.” (G-3.0307)

COM Leadership Visit – A visit with an applicant that a PNC has brought for a “face to face,” along with the PNC’s COM liaisons, a member of the COM Leadership Team, and either the General or Associate General Presbyter.

COM Liaison – a trained volunteer, usually a member of the Committee on Ministry, who is responsible to assist a congregation through a pastoral transition.

CPG - Call Process Guidebook

DP - Designated Pastor – a pastor elected for a two to four year term by the congregation. Those nominated will come from a list prepared by the Committee on Ministry. (G-14.0520)

DPNC - Designated Pastor Nominating Committee - the committee elected by the congregation responsible to nominate a teaching elder to the congregation for election as Designated Pastor for a two to four year term (G-14.0520)

EP - Executive Presbyter - The person called by the presbytery to be head of staff.

Exit Interview – a conversation between a pastor who is ending a called relationship and a representative of the presbytery to review the past and anticipate the future ministry of the pastor and the congregation. *Contact will ordinarily be made with the Session, as well.*

Face to Face Visit – The PNC brings a potential applicant for an in-person visit in which the applicant and PNC interview one another and explore possibilities of ministry together, to discern if this might be a good call. The applicant normally preaches in a neutral pulpit, and has a COM Leadership Visit.

GP - General Presbyter – The person called by the presbytery to be head of staff.

Interim Pastor/Interim Associate Pastor – a teaching elder invited by the Session with the concurrence of the Committee on Ministry and the presbytery to serve for a period of up to one year. Ordinarily, an interim pastor or interim associate pastor may not be called to be the next installed pastor/associate pastor.

Mentor – Someone who is highly skilled and highly respected by the person who works with the mentor. It is someone known by the one being mentored, and only the person seeking a mentor can identify and invite a mentoring relationship.

NCD - New Church Development

PIF - Personal Information Form – a form completed by a teaching elder or candidate that gives biographical and professional background information as well as theological positions on a variety of topics. It also includes names and addresses of persons who are able to give a reference for that teaching elder or candidate.

PNC - Pastor Nominating Committee – the committee elected by the congregation responsible to nominate a teaching elder or applicant to the congregation for election as pastor.

Stated Supply Pastor – a teaching elder appointed for a term not to exceed one year by the presbytery after consultation with the Session. Only churches not seeking an installed pastor may have a stated supply pastor appointed to serve them.

Temporary Supply Pastor – a teaching elder, candidate, or ruling elder appointed by the Session after counsel with the Committee on Ministry to conduct services when there is no pastor or the pastor is unable to perform pastoral duties.

TRC - Temporary Relationships Committee - a sub-committee of COM responsible for providing names to the Session of potential teaching elders for interim, temporary or stated supply service, and for clearing all names of teaching elders being considered for such services who have not been previously cleared by this sub-committee.