

PRESBYTERY OF THE PEAKS
PNC TRAINING I - OUTLINE

- Introductions
- Opening Prayer and Brief Devotional
- Brief Sharing by the PNC:
 - How do you feel called to serve on the PNC?
 - What hopes and expectations do you have for serving on the PNC?
 - What gifts do you bring to serving on the PNC?
- Getting Organized:
 - Officers: Chair, Secretary, Technology Person, others?
 - Meeting Times/Frequency
 - Time line:
 - How long will this process take?
 - Good question. Not an easy answer.
 - Usually one year to fifteen months from the election of the PNC to the congregational meeting to call the Teaching Elder.
 - Much depends on the leadership and organization of the PNC and how they work together and how they pace themselves.
 - Encourage regularly scheduled meetings.
 - The liaison should be available to the PNC as much as possible, especially at the beginning of the process and toward the end of the process as candidates are brought in for in-person interviews.
 - Check in with the PNC Chair regularly to assist in monitoring progress, reviewing and evaluating referrals, communication with candidates, etc.
 - Confidentiality Circle:
 - Includes the PNC, the COM Liaison, and the POP Staff.
 - The interim or supply pastor can be of support for process, encouragement, and referrals but is not included in the circle of confidentiality.
 - Emphasize how important confidentiality is throughout the whole process. Pastor's careers have been ruined when confidentiality among the PNC is not kept.
 - The PNC is talking with candidates who are trying to discern God's call, potentially to another congregation or a first one. They are at a vulnerable stage in life. Encourage care and respect for this.
 - Writing the MIF
Process:
 - Use "On Calling A Pastor" as a resource. There are helpful online videos that can assist the PNC in writing the MIF.
 - An exercise to help them understand choosing the ten competencies for the MIF as well as helping them to communicate together is to have them read the

two “communication” competencies individually, choose the one that they feel fits the needs of the congregation best, and then share with the rest of the group their choice and the reasons why.

- Encourage the PNC to appoint a writing team of two, possibly three persons to do the initial draft.
- Encourage the PNC to have an initial draft completed within four to six weeks.
- When the PNC has an MIF completed and ready to submit for approval, the PNC Chair sends it to the Liaison and Presbytery Staff who review it, consult together about any suggestions for editing, and send it back to the PNC Chair with comments for recommended or required changes, and/or for submission to the Session and then the CLC.
- The Presbytery Staff coordinates with the PNC Chair to issue log-in and passwords for the CLC system for the Chair and the Clerk of Session.

- Content:

- The Mission Study and the Leadership Competencies are the primary resources for writing the MIF, especially in writing the narrative questions.
- Walk through the different sections of the MIF with the PNC, helping them to identify the appropriate selections. (Remember: many of the choices in the PIF are drop down menus.)
- As you talk with the PNC about writing the narrative questions encourage them to use language that is inviting, engaging, succinct, and does not use a great deal of “churchy language,” otherwise it will read like many of the hundreds of MIFs in the system.
- Well written narrative questions are:
 - Honestly reflective of the life, mission, and ministry of the congregation;
 - Reflect what is written in the Mission Study;
 - Are grounded in the ten chosen leadership competencies;
 - Do not sound “needy” or like they are looking for Jesus Christ (a savior!) as their next pastor or associate pastor.
 - Encourage them to use the resource of adding “Links” to their MIF: Websites for the congregation, community, tourism, schools, etc.

- Ask for questions. If you can’t answer them, write them down and let them know you will do your best to find answers to questions. The Presbytery of the Peaks Staff can be a helpful resource for answering questions, especially as they relate to the CLC.
- Encourage the PNC to regularly engage in prayer, Bible Study, and continuing education. The book "Healthy Churches, Faithful Pastors: Covenant Expectations for Thriving Together" by David Keck (Rowman & Littlefield Publishers, June 18, 2014)" is an excellent resource during this time of transition and discernment for the PNC and the congregation.
- Close with Prayer.