

Process Leading to Ordination to the Vocational Diaconate (Rev. August, 2017)

<http://www.dionc.org/ordination-process.html>

This document outlines the process by which the call to ordination as a vocational deacon is supported and endorsed, discerned and formed in the Diocese of North Carolina.

Timing	Process Step	Detail
Before March 1 st <i>Eligibility</i>	<ul style="list-style-type: none"> • Conversations with Sponsoring Presbyter 	At least 2 conversations: sense of call; ordination process; financial obligations
Year 1 Due no later than MARCH 1	<ul style="list-style-type: none"> • Presbyter nominates person to the Diocese and Bishop Suffragan 	Following acceptance, the person becomes a Nominee .
Between the time nomination is sent to Bishop Suffragan and June 1 . June 1 is final deadline for submission of documents.	<ul style="list-style-type: none"> • Parish Discernment Committee (PDC) <p>*June 1 – Once endorsement letter, PDC report and spiritual autobiography are received, packets are sent out to nominees with application materials.</p>	Sponsoring presbyter organizes PDC. PDC meets once the nomination has been accepted. <u>Member of COM-D attends first PDC meeting to discuss tasks of PDC.</u> After 4-5 meetings with nominee, PDC writes a report including the PDC's recommendation. PDC convener and Nominee meet with Vestry. If Vestry supports Nominee, a written Certificate from Vestry, letter from presbyter, PDC report & spiritual autobiography are submitted to Bishop Suffragan by June 1.
June 1-Aug. 15	<ul style="list-style-type: none"> • Nominee gathers and submits application materials. *Appointments with Bishop Suffragan are scheduled. 	Submission of all required paperwork from nominee: biographical data sheet; academic transcripts; physical and psychological exams conducted. DUE BY AUGUST 15.
Aug - Sept	<ul style="list-style-type: none"> • Meet with the Bishop Suffragan • Examining Chaplains 	Individual interview; if accepted, nominee becomes an Intern . Letter of acceptance signed by Intern. Review academic preparation; determine further study, if any.
Oct – Nov: <i>Enter discernment & formation process</i>	<ul style="list-style-type: none"> • Meeting with COM-D (Committee on Ministry for the Diaconate) 	Internship placement determined; COM-D contact person assigned to intern. Intern Orientation.
Year 2 10 months <i>Academic preparation and Internship</i>	<ul style="list-style-type: none"> • Academic and canonically required courses (can start taking as nominee) complete before formation year/CPE; Evaluations from instructors. • Internship (January-October) 	Courses: four academic, Anti-Racism and Safe Church. Internship: Written agreement for dual ministry experience: parish and social ministry. Meet bi-weekly with parish supervisor(s), 3 times with social ministry supervisor and with COM-D contact person. Meet periodically with lay committee in intern parish. Attend one overnight retreat.
October 15	<ul style="list-style-type: none"> • Evaluation of Internship • Check in with Vestry of home parish. 	Reports from COM-D contact person, supervisor(s) of intern; intern written reflection. Meet with Vestry. DUE BY OCT. 15 (varies by year).
Oct - Nov	<ul style="list-style-type: none"> • Meet with home Vestry. Meet with COM-D; follow up conversation with Bishop Suffragan. 	Vestry confirms continued support of intern (verbal only). Interviews with COM-D. Decision to grant postulancy or direct to different ministry. Postulant writes quarterly Ember Day letter to Bishop Suffragan.
Year 3 Jan.-Oct. <i>Formation year/ CPE</i>	<ul style="list-style-type: none"> • CPE-based Formation Program, Jan-Oct. • Candidacy evaluation mid year (May) with COM-D. 	Focus on areas of specialized ministries, theological reflection, the role & identity of a Deacon, liturgy, homiletics, ethics and pastoral care. CPE-accredited supervisor evaluation received mid-year by COM-D.
May	<ul style="list-style-type: none"> • Interviews for Candidacy • Must be ≥ 6 months before ordination. 	Application for candidacy and signed Vestry certificate for Candidate . COM-D and Standing Committee interviews. Candidacy granted upon approval of Bishop Suffragan.
November	<ul style="list-style-type: none"> • Interviews for Ordination 	With COM-D and Vestry formal support, Standing Committee recommends candidate for ordination.
Dec - Jan	<ul style="list-style-type: none"> • Ordination 	By the Bishop Diocesan and/or Bishop Suffragan

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Overall financial responsibility of deacon candidates

- \$ 350 for psychological testing
- \$ 500 for academic courses
- \$ 700 for CPE
- ~\$500 for miscellaneous expense—books, mileage, spiritual direction/retreat, etc.

Total ~\$2100

Financial aid to deacon candidates

- Home (Presenting) Congregation: According to The Episcopal Church Canon III, 6, Sec. 2, a parish that sponsors a candidate is responsible for also providing some financial assistance/support.
- Scholarships: Funds for education courses and Formation year based on CPE.
- The Bishop's discretionary funds may be available to cover other non-tuition expenses.
- All scholarship requests for tuition and non-tuition expenses are handled confidentially by the Director of the School of Ministry.
- In all cases, the person is required to pay some amount for their education and accompanying expenses and will be determined on a case-by-case basis.