



**Ministerial Excellence, Support and Authorization / Local Church Ministries
United Church of Christ, 700 Prospect Avenue, Cleveland, Ohio 44115-1100**

**Application Form for Continued Ecclesiastical Endorsement for APC only.
Use for Association of Professional Chaplains (APC) to meet their Five Year Maintenance Requirement.**

A full endorsement process is not required for continued endorsement; only this application filled out, and a meeting with your Committee on Ministry. The national office will provide a template for the endorsement letter upon request by the Chair of the Committee on Ministry. Contact Kathleen Sattler, 216-736-3850 or sattlerk@ucc.org. Template is also located on website.

Chair should send this application and the endorsement letter to the national offices: Kathleen Sattler, Endorsement Secretary, United Church of Christ – MESA, 700 Prospect Road, Cleveland, OH 44115-1100. Letter will be stamped with seal & forwarded to APC from UCC national office.

Please type or print clearly

Date: _____

Name: _____

Home Address: _____

Office Telephone: _____ Home Phone: _____

Fax: _____ Cell Phone _____

E-mail: _____

Second Email _____

I am seeking a letter of continued endorsement for the following organization to meet their five year maintenance requirement:

Association of Professional Chaplains; level: _____
Associate Certified Chaplain, Board Certified Chaplain

Contact Information for Chair, Committee on the Ministry: (Must be filled in. Please call your association if you do not know.)

Chair's Name _____ Phone: _____

Chair's Address _____

Chair's Email _____ 2nd Email _____

Ecclesiastical Status:

My standing is currently held in: _____
(Association and Conference)

I have a four way covenant with: _____
(Name all partners)

(Date of four way covenant)

Please check one of the two boxes below and fill in information requested:

I am an ordained minister of the United Church of Christ

Date and place of ordination: _____

I was ordained by: _____
(Association and Conference)

I am a commissioned minister of the United Church of Christ

Date and place of commissioning: _____

I was commissioned by: _____
(Association and Conference)

Current Employment

I am employed by: _____

Address of employer: _____

Title: _____ Length of employment: _____

If not currently serving a local UCC church, describe local church involvement

Member of: _____
(Name of Church)

Since: _____
(Fill in Date)

Location of church: _____
(Full address)

I am involved in the following ways: _____

MINISTERIAL PROFILE

The United Church of Christ Constitution recognizes that God calls the whole church and every member to participate in and extend the ministry of Jesus Christ [paragraph 17]. God also calls certain of the church's members to various forms of ministry in and on behalf of the church [paragraph 18].

Persons completing a Ministerial Profile bring unique gifts, skills, and experiences. Search committees are encouraged to approach this information prayerfully and respectfully. The integrity of the placement process in the United Church of Christ depends upon supportive cooperation and considerate and appropriate sharing of information among national offices, conference and/or association personnel, search committees, groups and/or persons beyond the calling body, and persons seeking ministry positions.

Part I: Statement of Consent

We are called to speak the truth in love. Our primary goal is, in all circumstances, to build up the body of Christ. Relationships between calling bodies and persons seeking ministerial positions require honesty, integrity, and truthfulness for the health of the church. In that spirit:

I attest that the information contained in my Ministerial Profile is true and complete to the best of my knowledge. I understand that any misrepresentation or omission may be grounds for rejection of consideration for, or termination of, a ministry position.

An open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position. In that spirit:

I authorize the persons and entities to whom I have authorized my Ministerial Profile to be sent and/or their agents to make inquiries regarding all statements contained in my Ministerial Profile. I also authorize all persons, entities, former employers, committees on the ministry and their agents, courts, and law enforcement and other public agencies to respond to inquiries concerning me, and to supply verification of the information provided in my Ministerial Profile. I understand that such persons may comment on and state their opinions regarding my background and character to those relating to the search process, such as, members of search committees of a prospective calling body or the appropriate staff person. To encourage such persons to speak openly and responsibly, I hereby release them from all liability arising from their responses and comments made in good faith and without malice.

The search process in the United Church of Christ further rests on the sharing of Ministerial Profiles and related information in considerate and appropriate ways with those involved in the process. In that spirit:

I authorize conference staff and the persons and entities to whom I allow my Ministerial Profile to be sent and/or their agents to circulate, distribute, and otherwise share information gathered in connection with my Ministerial Profile. I understand that those gathering information about me concerning my Ministerial Profile are encouraged to share such information with me if requested by me to do so.

Date Signed:	Signature: Name:	
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Part V: Background Disclosure

Use of this portion of the Ministerial Profile is an integral part of the covenantal character of the relationship between the church and its called leadership. Ministerial candidates are provided an opportunity to make a conscientious assertion about their ethical performance of ministry in and on behalf of the United Church of Christ and are given space for relevant commentary. As with all portions of the Ministerial Profile, it is essential that the following information be reviewed and interpreted with appropriate sensitivity and responsibility. Any practice of routinely rejecting profiles on a perfunctory basis without a complete and thoughtful review of commentary offered by the candidate is strongly discouraged. Such rejection is unfair both to the candidate and to the calling body.

"The United Church of Christ recognizes that God calls the whole Church and every member to participate in and extend the ministry of Jesus Christ by witnessing to the Gospel in church and society." Through ordaining, commissioning and licensing "authorization is given to perform the duties and exercise the prerogatives" of ministry in the United Church of Christ. *United Church of Christ Constitution, Article V, paragraphs 17 and 19.*

1. I affirm that the position, power and authority associated with a ministry authorized by the United Church of Christ extends and participates in the ministry of Jesus Christ and is intended to be of benefit to all served by this ministry.

Commentary: True Not True

2A. I have never been the subject of official disciplinary review by a conference or association of the United Church of Christ that resulted in the following:

1. growth program and/or counseling True Not True

2. censure True Not True

3. suspension of standing True Not True

4. termination of standing True Not True

2B. No official disciplinary review by a conference or association of the United Church of Christ is pending regarding me at the present time.

Commentary: True Not True

(Questions 3 and 4 include only matters subject to official disciplinary review within the United Church of Christ.)

3A. I have never been the subject of official disciplinary proceedings by another denomination that resulted in disciplinary action.

True Not True

3B. No official disciplinary proceedings by another denomination are pending regarding me at the present time.

Commentary: True Not True

4A. I have never been the subject of official disciplinary proceedings by a professional association, credentialing body, or guild that resulted in disciplinary action.

True Not True

4B. No official disciplinary proceedings by a professional association, credentialing body, or guild are pending regarding me at the present time.

Commentary: True Not True

Date Signed _____

Signature _____

(Please sign in **BLUE**).

5. No civil law suit alleging that I attempted or actually engaged in sexual discrimination, harassment, exploitation, or misconduct; physical abuse; child abuse; or financial misconduct has ever resulted in a judgment being entered against me, settled out of court, or dismissed because the statute of limitations had expired.

___ True ___ Not True

Commentary:

6A. With respect to my driving record, I have not had my license suspended or revoked within the last five years due to reckless driving or driving while intoxicated and/or under the influence of a controlled substance.

___ True ___ Not True

6B. With respect to matters not addressed in item 6A above, I have never been found guilty or pled guilty or no contest to criminal charges.

(Do not include acts of civil disobedience.)

___ True ___ Not True

Commentary:

7A. My employment has never been terminated because I attempted or actually engaged in:

1. sexual discrimination, harassment, exploitation, or misconduct
2. physical abuse
3. child abuse
4. financial misconduct

___ True ___ Not True

7B. I have never terminated my employment or professional credentials in order to avoid facing or to avoid being terminated because of charges of actual or attempted:

1. sexual discrimination, harassment, exploitation, or misconduct
2. physical abuse
3. child abuse
4. financial misconduct

___ True ___ Not True

Commentary:

8. In my judgment, there are no facts or circumstances involving me or my background that would warrant further review before my being entrusted with the responsibilities of ministry on behalf of a calling body of the United Church of Christ.

___ True ___ Not True

Commentary:

I recognize my responsibility to update this background disclosure in a timely manner should there be a change of status in any of the issues named above.

Date Signed _____

Signature _____

(Please sign in **BLUE**).