



From On Note to Admission as a Local Preacher

A Guide to the Training and Discernment Procedure

	Standing Order
1. A person indicates to a minister that they wish to explore the call to become a local preacher.	564
2. The person has an interview with the Superintendent Minister.	564
On Note	
3. If the meeting approves the candidate the individual submits a DBS (Safeguarding) form and enrolls on both the Foundation and Leadership Modules of the Safeguarding training.	564A(1)
4. The person is put on note by the Local Preachers' Meeting, normally on the commendation of the Church Council, and issued with a written note from the Superintendent, authorising them to assist a preacher in the conduct of services within the Circuit.	564A(1)
5. A mentor is appointed.	564A(5)
6. The Local Preachers' Secretary informs Discipleship & Ministries of the person on note and the mentor so that they can be registered onto Worship: Leading and Preaching	562(1) (ii)
7. The person on note is put in touch by the Local Preachers' Secretary with: <ul style="list-style-type: none"> a. the mentor(s) to oversee practical training (including voice production and pulpit manner); b. the local tutor(s) to oversee study. (Local tutors may cover one or more circuits). 	562(1) (ii) 564A(5) 564C(1)
8. The person on note: <ul style="list-style-type: none"> a. prepares and assists in leading services with the mentor(s) and works through "Worship: Foundations' with their Tutor or Mentor b. begins Worship: Leading and Preaching with their local tutor and continues to prepare Acts of Worship with their Mentor. 	564A(5)
9. The person on note conducts a full service in the presence of two preachers, one of whom may be the mentor, who will report back to the Local Preachers' Meeting using the Worship: Leading and Preaching Feedback Form	564A(7)

On Trial	
10. A full report of the service is presented to the Local Preachers' Meeting. If that report and the report of the local tutor are satisfactory and the meeting agrees it is appropriate, the person moves to the status of person on trial. (This needs to have been done by the end of Module 4)	564A(7)
11. A period of not less than one year but not more than five years is spent on trial. During this time, and for at least six months, the mentor will continue to work with the person on trial.	564B(1) 564B(5)
12. Thereafter a brief report on a service conducted by the person on trial will be presented to the Local Preachers' Meeting or training sub-group each quarter. The local tutor should also be invited to present a report. Note: Reports of services conducted by those on trial shall be discussed with the person prior to being presented to the Local Preachers' Meeting or training sub-group. Those on trial should normally be present during the discussion at the meeting so that it may be a training opportunity for them.	564B(6)
13. The person on trial proceeds to complete the study course, working with the local tutor who marks the assignments before submitting them to the Regional Ministry Development Officer for Connexional moderation.	565(1)
Part I Assessment	
14. Assessment is undertaken throughout the course and is both formative and summative. The first assessment portfolio may only be submitted after the local preacher student has been moved on trial. At the end of Module 4 the person on trial submits their portfolio to the Regional DMLN Officer (with responsibility for Ministry Development). Specific details of what must be submitted in the portfolio, and how, are listed in the Course Handbook. The portfolio must be submitted to the regional officer by 31 st March or 30 th September and will then be moderated. A sample of the regional moderation will be moderated at a Connexional level. Discipleship & Ministries will inform the person on trial and the local tutor whether the portfolio has 'met' the criteria or 'not yet met', in which case the portfolio will need to be resubmitted. By the end of the 2 nd year Safeguarding Leadership training must have been completed.	565(1)
The First Trial Service	
15. The person on trial conducts a full service in the presence of two preachers and a church steward (who is not a local preacher) and a report is prepared for the Local Preachers' Meeting or the training sub-group.	566(1)-(2)
First Interview	

<p>16. When the first Portfolio has been completed successfully the Local Preachers' Meeting conducts a first interview with the person on trial (This is conducted by the Superintendent or by another preacher at the Local Preachers' Meeting).</p> <p>See 'Circuit interviews for those on trial', which sets out full details of the interviews. This is available on the Methodist Church website.</p>	566(3)
<p>17. The purpose of the interview and trial service is to assist the Local Preachers' Meeting in reaching a decision on the continuation (or not) of the on trial status.</p> <p>In order to assist the Local Preachers' Meeting the person on trial shall have the opportunity to share the story of their Christian experience, their call to preach, and any insights, challenges or difficulties experienced during the period on trial to date. (See 'Circuit interviews for those on trial')</p>	566(1)-(2)
<p>18. The Local Preachers' Meeting makes a decision on the continuation (or not) of on trial status.</p>	566(1)-(2)
Part II Assessment	
<p>19. If the decision is in the affirmative the person on trial proceeds onto modules 5-8 and then submits their second portfolio as outlined above.</p> <p>Note: A person on trial should not begin module 5 before they have submitted their first portfolio.</p>	565(1)
The Second Trial Service	
<p>20. The person on trial conducts a full service in the presence of two preachers (one of whom is normally a minister) and a church steward (who is not a local preacher) and a report is prepared for the Local Preachers' Meeting.</p>	566(1)-(2)
Second Interview	
<p>21. When all modules of the prescribed course have been completed successfully and the second portfolio criteria deemed met by Discipleship & Ministries, the Local Preachers' Meeting conducts a second interview with the person on trial (conducted by the Superintendent or by another preacher) at the Local Preachers' Meeting. (See 'Circuit interviews for those on trial' which sets out full details – available on the Methodist Church website)</p>	566(1)-(2) 21.
<p>22. The purpose of this second interview and trial service is to assist the Local Preachers' Meeting in reaching a decision on whether the person on trial is ready and suitable for admission as a local preacher. In order to assist the Local Preachers' Meeting the person on trial:</p> <ol style="list-style-type: none"> a. shall have the opportunity to speak of their growth in knowledge and understanding of the Christian faith, and demonstrate a maturing of Christian experience; b. must satisfy the Meeting that they are faithful to the fundamental doctrines of the Christian Faith and to Methodist doctrinal 	566(4)

standards (this will include a conversation relating to Wesley's Sermons); c. must assure the Meeting that they will accept and observe the duties of a local preacher as described in Standing Order 563 (1) - (4) which may, for this purpose, be read at the meeting.	
23. If after this second interview the Meeting is satisfied that the person on trial should be admitted as a local preacher, it shall recommend to the Circuit Meeting that it approves the person on trial for admission as a Local Preacher. If the meeting determines that they cannot recommend the person on trial to the Circuit Meeting, further guidance should be sought from Discipleship & Ministries.	566(5)
Admission and Recognition	
24. The Circuit Meeting is recommended to approve the person on trial to be admitted as a Local Preacher.	566(5)
25. If it does approve the person, the Circuit Meeting arranges the Service for the Admission of Local Preachers. If it does not, further advice should be sought from Discipleship & Ministries.	566(6)
26. At this service a Bible and a letter from the President of the Conference are presented. The Local Preachers' Secretary should request the Name plate for the Bible and the Letter from the President from Discipleship & Ministries in good time	566(6)
27. The newly admitted local preacher is encouraged to attend an induction course arranged by Discipleship & Ministries.	566(7)
28. Local preachers are required to continue participating in Continuing Local Preacher Development programmes and to share this development with the Local Preachers' Meeting on a regular basis.	563(3) (iii)

Note: Some circuits which have a large number of people on note and on trial may find this procedure takes up too much of the time of the Local Preachers' Meeting. In appropriate circumstances, and with the approval of the Local Preachers' Meeting, a training sub-committee may be set up to be responsible for some of the oversight.

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