



*“THAT ALL MAY BE ONE”*

## **Conference Interview Board**

**MANDATE:** The Conference Interview Board (CIB) responsibilities include:

- a) Assisting inquirers and others referred to the Interview Board in assessing their vocational goals and general suitability for the order of ministry
- b) assisting presbyteries and other bodies in determining the suitability of people for functioning as ministry personnel in the United Church
- c) reporting the results of the interview to the referring body and the person interviewed
- d) using any assessment instruments that it chooses to use consistently in all interviews, as applicable.

Note that it is the Presbytery which has the authority to make the decision regarding an individual's progress.

### **COMMITTEE MEMBERSHIP:**

The CIB is an “arm's length” body composed of both ordered and lay members chosen in accordance with section 456 of The Manual.

Membership is to consist of at least one designated lay minister, one ordained minister, one diaconal minister and committed lay people with significant experience in life and work in the church. In addition the membership consists of at least 2-3 therapists (psychotherapists, psychiatrists or other such persons possessing people evaluation skills).

The CIB should consist of at least 9 people, including the chairperson. The CIB often interviews in 2 teams of at least 4 people. Each team must include OM, therapist and lay members.

The London Conference Personnel Minister provides staff support to this Board. The Board Chair and the Personnel Minister prepare the follow up letters after recommendations have been made.

*Corresponding members must include*

- *appropriate Conference staff person*
- *any additional people named by the chair of the Interview Board from time to time*

*Conference may delegate responsibility for appointing the Interview Board to the Conference Education and Students Committee.*

*Last Updated – October 10, 2013*

*The United Church of Canada*



THE LONDON CONFERENCE  
(Southwestern Ontario and Algoma)

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**SKILLS AND GIFTS:** Committee members should be actively involved in a local United Church congregation or ministry and possess people evaluation skills. They are caring and competent people who feel a strong calling to this expression of the work of the church and desire only the best for the church and for those interviewed.

Preferably the therapists would be lay people who do not serve on the usual Presbytery or Conference committees.

All committee members should have particular skills in interviewing and discernment.

**EXPECTATIONS & TERM OF OFFICE:** Scheduled meetings occur four times each year at the London Conference office. Additional meetings may be required if needed.

The term of appointment is three (3) years with the option of re-appointment.

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