

CLM Process Roles and Document Flow (BOD ¶1268) v 7-2019

	DS	Church (& Pastor)	Mentor	District Committee LSM
What Each Receives	<ul style="list-style-type: none"> • Candidate's request to enter process • Statement of Call • After candidate has completed requirements, request DS Recommendation for CLM 	<ul style="list-style-type: none"> • Candidate's request for Church Approval • Statement of Call 	<ul style="list-style-type: none"> • Assignment from DS • Candidacy Mentoring Document and Guidebook pdfs from BOM Registrar 	<ul style="list-style-type: none"> • Church & Pastor's Recommendations for CLS • Any other item(s) the committee may have assigned
What Each Does	<ul style="list-style-type: none"> • Interview candidate • Explore ideas • Approve candidate • Enroll UMCARES • Assign mentor • Assign Modules teacher • After candidate has completed requirements, report Recommendation for CLM to Conference Comm LSM/CLM • Continue planning ministry & Mutual Ministry Team 	<ul style="list-style-type: none"> • Pastor helps candidate discern • Interview candidate • Approve for CLM & CLS • Report decisions, including Pastor's recommendation, to DS, District Comm LSM & Conference Comm LSM/CLM • Support candidate financially with the cost of candidacy. 	<ul style="list-style-type: none"> • Complete Candidacy Studies with candidate • Report completion of required mentoring to Conference Comm LSM/CLM • Orders and acts as test monitor for the psych tests 	<ul style="list-style-type: none"> • Check requirements for CLS are completed • Approve candidate for CLS • Report decision to Conference Comm LSM/CLM

	Modules Teacher	Conference Committee LSM/CLM	dCOM	BOM Registrar
What Each Receives	<ul style="list-style-type: none"> • Assignment from DS • Module pdfs from BOM Registrar, upon request 	<ul style="list-style-type: none"> • Notice of CLM candidacy when enrolled on UMCARES • Church & Pastor Recommendation • Mentoring confirmation • Completion of Modules confirmation • Report of CLS approval • DS Recommendation for CLM • Notice that psych & background checks are received. • Candidate's request to meet with dCOM • Recommendation from dCOM 	<ul style="list-style-type: none"> • Notice of CLM candidacy when enrolled on UMCARES • Psych Report • Notice of Background Check • Credit Check Report • Confirmation from Conference Comm LSM/CLM that all steps are completed & permission to interview candidate • Statement of Call & other assignments the dCOM requests from candidate 	<ul style="list-style-type: none"> • psych reports • background & credit checks • Action Report from dCOM on CLM recommendation • Report from Conference Committee on LSM/CLM on CLM certification.
What Each Does	<ul style="list-style-type: none"> • Go through Modules with candidate • Report completion to Conference Comm LSM/CLM 	<ul style="list-style-type: none"> • Determine all required steps & approvals have been completed • Give permission to dCOM to interview candidate • Upon dCOM recommendation, vote to certify candidate • Present candidate with certificate • Reports to BOM Registrar of final decision 	<ul style="list-style-type: none"> • Schedules Interview and assigns candidate any materials needed for the interview with a deadline for submission. • Interviews candidate • Reports decision on CLM Recommendation to Conference Comm LSM/CLM, BOM Registrar, and Candidate 	<ul style="list-style-type: none"> • Aids UMCARES, psych, background check • Send notice of CLM candidate beginning to Conference Comm LSM/CLM & dCOM • Send notice of psych & background check completion to Conference Comm LSM/CLM • Send psych report & credit check report to dCOM