



Dear Wisconsin Presbytery Church Session,

We praise God for all that He has been doing in our Presbytery to raise up men for gospel ministry! Your faithful partnership with the On Wisconsin Network is a vital part of the work of planting healthy gospel-preaching churches all across our great state. So first of all, a big ‘thank you’ for all that you are doing!

The Pastoral Development Committee (PDC) has created this document in order to help guide your Session through the process of identifying and equipping the men in our churches to discern and pursue their calling towards the ministry of Teaching Elder in the Wisconsin Presbytery.

The process of identifying candidates and helping equip them for a lifetime of faithful ministry is no small task. The PDC is here to assist you in the process, and we need your help to both understand these steps and communicate them clearly with the candidates.

The information below will help your Session to come alongside young men as they consider seminary options, involvement in the ON WI Cohort, and the steps that are necessary to be ready for a call to gospel ministry: coming under care, internship, licensure, ordination. These steps and appropriate links can also be found on our Presbytery [website](#).

If you have questions, don’t hesitate to reach out to us. You can contact [Josh Golackson](#) or [Zach Tarter](#) for help with the process.

Again, we are so thankful to the Lord and to churches in the Wisconsin Presbytery for all of the faithful work that continues to be done in our midst.

Soli deo gloria!

The Pastoral Development Committee

## **Purpose of Pastoral Development Committee**

We exist to help equip the men in our churches to discern and pursue their calling towards the ministry of Teaching Elder in the Wisconsin Presbytery of the Presbyterian Church in America.

## **Steps for Candidates**

- Seminary
  - Discount
  - Plan
- Cohort
  - Attending the required monthly meetings
- Trials
  - **Coming Under Care**
    - Christian Experience
    - Session Endorsement Letter
  - **Internship**
    - Session will develop timeline and requirements
    - Submit to C&C
  - **Licensure**
    - Sermon
    - Bible
    - Theology
    - Polity
    - Written Exceptions
  - **Ordination**
    - Sacraments
    - Church History
    - PCA History
    - Theology Paper
    - Language Paper

## **Remote Seminary Programs**

### LAMP

[Information and Application](#)

### Reformed Theological Seminary - Orlando Distance

[Information and Application](#)

Presbytery Financial Assistance ...

### Covenant Theological Seminary

[Information and Application](#)

Presbytery Financial Assistance ...

## **Cohort**

Josh Golackson (TE Living Stone Church) and Zach Tarter (TE Faith Reformed Church) are co-directors of the On Wisconsin cohort. They will coordinate with TEs and REs in our Presbytery to facilitate the leading of monthly\* cohort meetings for candidates. These meetings will often utilize the curriculum of [NXTGEN Pastors](#) which seeks to provide “pastoral development, health, and sustainability by empowering presbyteries to equip pastors, church planters, and ministry leaders for the next generation.” The curriculum focuses on six main [soft skills](#) of ministry: Spiritual Formation, Soul Care, Emotional Intelligence, Cultural Intelligence, Leadership & Management Skills, Marriage and Family in Ministry.

The curriculum offers not only invaluable tools for healthy ministry, but also a community with fellow pastoral candidates and presbyters. In the cohort the candidate can openly and honestly explore the challenges and adversities of the call of pastoral ministry. The cohort meetings also offer a place for candidates to familiarize themselves with the men of the presbytery.

There is mandatory attendance of 75% of meetings\* in order to receive financial assistance from the Presbytery. This means you are only allowed two excused absences for the cohort meetings.

\* With the trips to Orlando in January and July for hybrid weeks, Readiness Seminar in May, and Simeon Trust in the Fall (October/November), the total number of meetings each year is 8. Attendance at 6 meetings is mandatory to receive Presbytery support.

## **Trials Step by Step**

### Coming Under Care

- **Step 1: Complete the “[Application to Come Under Care](#)”** (DUE two months prior to stated meeting you wish to come under care; Nov 30 [Jan]; Feb 28 [Apr]; May 31 [July]; August 31 [Oct]).
- **Step 2: Have an elder or pastor complete the “[Session Endorsement Form](#)”** (DUE two months prior to stated meeting you wish to come under care; Nov 30 [Jan]; Feb 28 [Apr]; May 31 [July]; August 31 [Oct]).
- **Step 3: Take Written Exam – Experiential Religion** (Completed exam DUE two months prior to next stated meeting; Nov 30 [Jan]; Feb 28 [Apr]; May 31 [July]; August 31 [Oct]).
- **Step 4: Oral Examination with the C&C Committee – Christian Experience and Sense of Call** (ideally 4-6 weeks prior to the next stated meeting).
- **Step 5: If recommended, undergo oral examination on Christian experience and sense of call at the next stated meeting.**
- **Step 6: If approved, you will come under care of the Presbytery at that same meeting (BCO 18-3).**

### Internship

- **Step 1: Work with Your Mentor Pastor and Session to Design an Internship that Meets the Requirements of BCO 19-7** (The Pastoral Development Committee can assist in you in this process). Here is a [sample Internship Proposal](#).
- **Step 2: Complete the “[Application for Presbytery Internship](#)”** (DUE two months prior to stated meeting you wish to begin your internship; Nov 30 [Jan]; Feb 28 [Apr]; May 31 [July]; August 31 [Oct]).
- **Step 3: Oral examination with the C&C Committee on sense of call** (ideally 4-6 weeks prior to the next stated meeting).
- **Step 4: If recommended, undergo oral examination on sense of call at the next stated meeting** (4<sup>th</sup> Saturdays of January, April, July, and October).
- **Step 5: If approved, your internship will begin at that same meeting (BCO 19-10).**

## Licensure

- **Step 1:** Complete the “[Application for Licensure](#)” (DUE three months prior to next stated meeting; Oct 31 [Jan]; Jan 31 [Apr]; April 30 [July]; July 31 [Oct]).
- **Step 2:** Study using the [Licensure Study Guide](#) and participate in study sessions with recommended Presbyters
- **Step 3:** Complete the forms indicating your [Stated Differences](#) to our Constitution and your reading of the assigned reports.
- **Step 4:** Meet with a member of the Pastoral Development Committee.
- **Step 5:** Take Written Exams – Experiential Religion, English Bible, Theology, & BCO (Completed exams DUE two months prior to next stated meeting; Nov 30 [Jan]; Feb 28 [Apr]; May 31 [July]; August 31 [Oct]).
- **Step 6:** Turn in Sermon Manuscript on Assigned Passage (DUE one week prior to committee oral exam).
- **Step 7:** Oral examination with the C&C Committee (ideally 4-6 weeks prior to the next stated meeting).
- **Step 8:** If recommended, preach sermon and undergo oral examination at the next stated meeting (4th Saturdays of January, April, July, and October).
- **Step 9:** If approved, you will be licensed by Presbytery at that same meeting (BCO 19-3).

## Ordination

- **Step 1:** Complete the “[Application for Ordination](#)” (DUE three months prior to next stated meeting; Oct 31 [Jan]; Jan 31 [Apr]; April 30 [July]; July 31 [Oct]).
- **Step 2:** Study using the [Ordination Study Guide](#) and participate in study sessions with recommended Presbyters
- **Step 3:** Turn in the following credentials (please email the chair of the Candidates and Credentials Committee and the stated clerk):
  - Appropriate Bachelor and Master’s transcripts;
  - Information/testimonials regarding completion and approval of internship;
  - One paper/thesis on a theological topic (a seminary paper should suffice);
  - One exegesis paper interacting with an original language (Greek or Hebrew; a seminary paper will probably suffice);
  - Terms of Call Letter.
- **Step 4:** Meet with a member of the Pastoral Development Committee.
- **Step 5:** Take Written Exams – Sacraments, Church History, PCA History

(Completed exams DUE two months prior to next stated meeting; Nov 30 [Jan]; Feb 28 [Apr]; May 31 [July]; August 31 [Oct]).

- **Step 6: Oral examination with the C&C Committee** (ideally 4-6 weeks prior to the next stated meeting).
- **Step 7: If recommended, undergo oral examination at the next stated meeting** (4<sup>th</sup> Saturdays of January, April, July, and October).
- **Step 8: If approved, a Presbytery appointed commission will ordain and install on an appointed day.**

## **Appendix A : Tools for Candidates**

- [Orientation Presentation](#)
  - We recommend the candidate meets with the PDC to discuss this material within a year after Coming Under Care
- [Study Plan](#)
  - This is a 24 week (6 month) study plan for preparing for Licensure and Ordination each
- List of Mandatory Reading
  - The Bible
  - The Westminster Confession with the Larger & Shorter Catechisms
  - The Book of Church Order
- List of Recommended Resources
  - “Preparing for Ordination and Licensure Exams” (Chapel & Meeks, 1992)
  - For Licensure
    - Old and New Testament Introductions (Van Pelt and Kruger)
    - Westminster Shorter Catechism put to song (Holly Dutton)
    - Confessing the Faith (Chad Van Dixhorn)
    - How Jesus Runs the Church (Guy Prentiss Waters)
  - For Ordination
    - On Being Presbyterian (Sean Michael Lucas)
    - Dictionary of the Presbyterian & Reformed Tradition in America (Hart and Noll)
    - [Timeline of the PCA](#)

## **Appendix B : Tools for Sessions**

- Session Endorsement
- Presbytery Internship
  - From BCO 19-7. This period of internship shall be at least one year in length, and may be longer at the discretion of the Presbytery so as to give sufficient time for the Presbytery to judge the candidate's qualifications and service.
  - This period of internship may occur during or after the candidate's formal theological education. When it occurs during his formal theological education, it may include an intern year in addition to his time of academic training or it may run concurrent with his academic training.
  - The nature of the internship shall be [**determined by the Session**] and received by the Presbytery, but it should involve the candidate in full scope of the duties of any regular ministerial calling approved by the Presbytery.
    - Eg. Preaching, teaching, outreach, shepherding and discipleship, attendance of session meetings.
  - Here is an [example](#) of an Internship Proposal.
  - The intern should be closely supervised by the Presbytery throughout this trial period. The candidate will give updates on his internship to the Presbytery.
    - Reports on every intern in the Presbytery should be presented at each stated meeting of the Presbytery by the committee of Presbytery charged with the oversight of interns, and these reports shall become a part of the minutes of Presbytery. The Presbytery shall also require every intern himself to make a report to it at least once a year describing his ministerial experiences.
    - If the intern is still in school, Presbytery shall secure from his instructors an annual report upon his department, diligence, and progress in study.
  - 19-16. Where circumstances warrant, a Presbytery may approve previous experience which is equivalent to internship. This equivalency shall be decided by a three-fourths (3/4) vote of Presbytery at any of its regular meetings. Such equivalent experience shall be decided only after the Presbytery's internship committee has determined and reported that the candidate has met the following requirements:
    - a. he has had at least one (1) year of experience in comparable ministry;



- b. he has satisfactorily performed the full scope of ministerial duties;
  - c. he has the manifest approbation of God's people in a local church as having the requisite gifts for the pastoral ministry
- Ordination Service
  - The candidate, working with the Session is to plan the ordination service
  - The Session and candidate will determine the prospective members of the Commission to Ordain and submit it to Presbytery prior to the candidate's ordination exam.
  - The Commission to Ordain must have at least two teaching elders and two ruling elders.
  - The Ordination Service is to contain a sermon, a charge, and the laying on of hands on the ordinand.