

Preferred Timeline for the Appointive Process

Effective January 1, 2027 (Approved June 2026)

The Appointive Journey at a Glance



January 15 Milestones: Laying the Foundation

Jan 15



Clergy Evaluations

Timing: May be done and submitted anytime during the calendar year, but must be submitted to the Conference office by January 15 of the following year.

Flexibility: Various evaluative tools are acceptable; local churches and pastors may choose the tool that best suits their specific needs.



Retirement Letters

Target: Anticipated retirement date is at or around June 30. Clergy may retire anytime, but a June retirement enables increased pastoral candidates for the local church.

Requirement: Submit the letter to the Conference office by January 15 to be included in the preferred timeline.

January 31: The Known Vacancy List

Jan 31



Key Event: The official list is posted on January 31.

Action Step: Clergy may review the list and actively contact their assigned Presiding Elder for **consideration**.

February 28: Discerning Change

Jan 15	Jan 31	Feb 28
Standard Cycle	Non-Standard Cycle	
Deadline: February 28. Description: The standard cycle to request a change in appointment.	Deadline: A church and/or pastor can request a change at any time during the calendar year. Crucial Note: An abrupt end to a pastoral appointment is an option of last resort.	

March & April: Discerning Pastoral Needs



Church Profile

Completed by the S / PPRC. Serves to guide the cabinet. Acts as the first introduction to a potential new pastor.



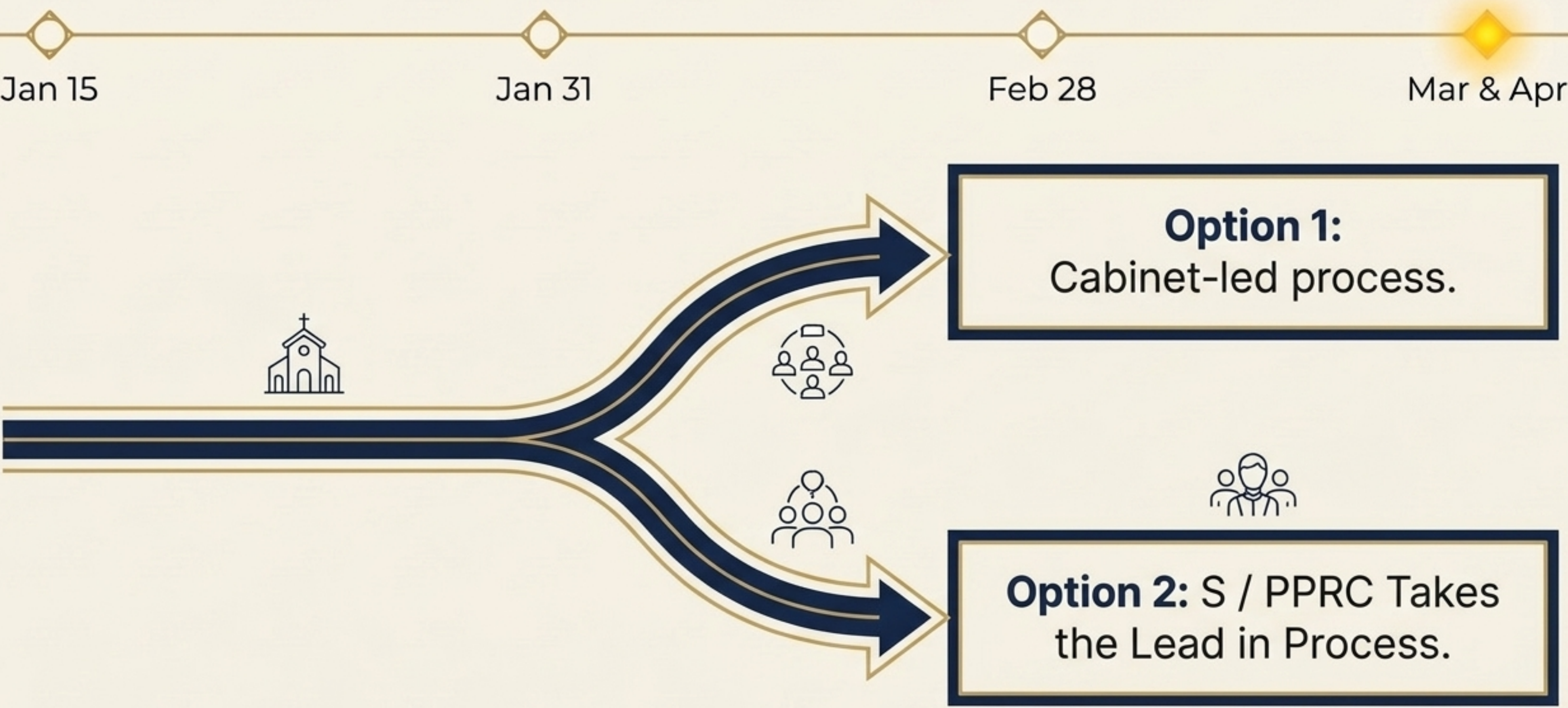
Determining Pastoral Support

The S / PPRC prayerfully discerns the qualities and skills desired in a new pastor.

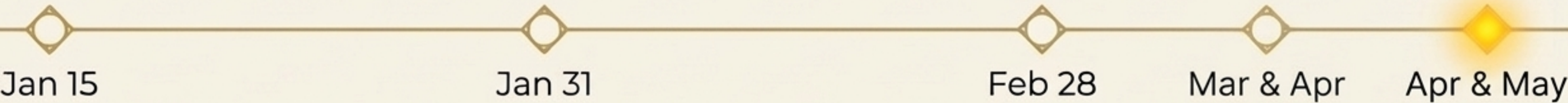
Establish employment time: Full-time or part-time.
Define the package: Commensurate compensation, benefits, housing, accountable reimbursement, and continuing education.

Ready for Transition

March & April: Determining the Process



April & May: Pastoral Consultations



Target Window: April and May.
The Action: The Presiding Elder will coordinate consultations with pastoral candidates.

July 1 & August 1: Appointment Start Dates



Standard Window: The appointment start window for the standard cycle will be in the July – August time frame.

The Rule: Appointments may only start on the first of each month.

The 'Why': Required strictly for Benefits purposes.

Synthesis: Your S/PPRC Yearly Rhythm

Summer (Jul - Aug)

Finalize start dates.
Welcome your new pastor.



Winter (Jan - Feb)

Evaluate performance.
Submit retirements.
Discern the need for change.



Spring (Mar - May)

Build the Church Profile.
Determine pastoral support.
Engage in consultations.

