

## **Documents for Examinations Interviews (Candidate - Clergy – CRE-Temporary Supply) Salem**

NOTE: These documents shall ordinarily be in the hands of the Examination Committee **TWO WEEKS PRIOR** to the meeting of the Committee. It is the responsibility of the PNC Commission on Ministry Liaison, in coordination with Presbytery staff, to ensure this material is received in a timely manner. Please send all documents to Christine Ratledge <[cratledge@salempresbytery.org](mailto:cratledge@salempresbytery.org)> and check with her to see that they have been received. (The documents will be shared by Ms. Ratledge with the Examinations Committee moderator.)

All documents (except the PIF) are to be submitted via e-mail as Word Documents, 12-point font. The Faith Journey and Personal Statement of Faith should be one page each. Please remember to put your name in the header of your documents.

In addition, you are asked to complete and return (1) the Background Check Release Form which can be found at ([CLICK HERE](#)), (2) page 2 of Appendix C of the Sexual Misconduct Employment Questionnaire ([CLICK HERE](#)), (3) Appendix D - Acknowledgement and Receipt of the Sexual Misconduct Policy ([CLICK HERE](#)), and (4) Completion of Congregation U Training ([CLICK HERE](#)) evidenced by certificate of completion

### **Ministers (Ordained) - transferring to Member Roll of Salem Presbytery**

1. One page Faith Journey
2. One page Personal Statement of Faith
3. PIF

### **Honorably Retired Ministers – transferring to Member Roll of Salem Presbytery**

1. One page Faith Journey
2. One page Personal Statement of Faith
3. PIF (if desiring to serve as an Interim)

### **Candidates Applying for Ordained Ministry**

1. One page Faith Journey
2. One page Personal Statement of Faith
3. Sermon Manuscript to be Preached at Presbytery
4. If this sermon is a Seminary-based sermon and an Exegesis Paper was required, also submit the Exegesis Paper
5. PIF

### **Candidates interviewed for Commissioned Ruling Elder (CRE)**

1. One page Faith Journey
2. One page Personal Statement of Faith
3. PIF or similar resume list of schools attended and degrees earned
4. Sermon manuscript of a sermon you have preached

### **Others (Including ministers and CRE's from other Presbyteries and other denominations)**

1. One page Faith Journey
2. One page (12 font) Statement of Faith

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3. PIF or similar resume including list of schools attended and degrees earned
4. If a CRE, Letter of endorsement from the CRE Liaison Sub-Committee
5. If a CRE, Session Minutes of session endorsement by the home church of the person applying
6. Proof of ordination or denominational affiliation if other than PC(USA)
7. Sermon manuscript of a sermon you have preached