

## **PULPIT SUPPLY LIST POLICY PRESBYTERY OF CHARLOTTE**

### Introduction

The Presbytery of Charlotte, in its service to congregations, seeks to provide a listing of Ministers (At-Large and Honorably Retired), Candidates, Certified Christian Educators and Qualified Ruling Elders who are available to various churches when requested by those Sessions. These churches usually are those which are small or in transition between pastors. This listing may also be used by pastors currently serving churches to fill their pulpits in their absence.

**Note:** A Qualified Ruling Elder is defined in section 1 below.

### Procedures:

1. A minister/candidate/certified Christian educator/Qualified ruling elder of the Presbytery or member of another presbytery who wishes to be on the Presbytery of Charlotte list for "Pulpit Supply" must address a letter to the Committee on Ministry.
  - a. Ministers in good standing in PC(USA) Presbyteries are approved to be added to this list. Ministers of other denominations must send a PIF/profile and make arrangements to be interviewed by a Certifying sub-committee of COM.
  - b. Any Ruling Elders wishing to be on the Presbytery Supply List must have completed the Commissioned Ruling Elder to Particular Pastoral Service Program in this or another presbytery. Those trained in other presbyteries must present satisfactory evidence of that training.
  - c. Candidates must be under the care of the Presbytery of Charlotte and should make their requests with the concurrence of the Committee for Preparation for Ministry (CPM).
  - d. Every person on the list must have completed the Presbytery of Charlotte Boundary training or provide evidence of successful completion in another Presbytery.
2. The COM co-moderators approve persons added to and deleted from the "Pulpit Supply List". The "Pulpit Supply List" is available on the Presbytery of Charlotte website [www.presbyofcharlotte.org](http://www.presbyofcharlotte.org). Click on "Pulpit Supply List".
3. Churches may call upon individuals on the Pulpit Supply List two Sundays a month. Requests in excess of twice a month require approval from the COM cluster or contractual agreement.
4. Only ordained pastors can be used to administer the sacrament of Baptism or the Lords Supper.
5. A minister/candidate/certified Christian educator/Qualified ruling elder who participates in actions at the church found to be objectionable by the church or the COM will be removed from the pulpit supply list. It will be up to the individual to present a defense if needed.
6. A minister/candidate/certified Christian educator/Qualified ruling elder should be paid appropriately for services provided and/or per mile travel according to the IRS mileage rate.