

ANNUAL REPORT OF CLERGY'S CONTINUING EDUCATION 2011

Toward faithfulness and vitality in ministry for the 21st Century

PASTOR: Name ID#: _____ Name: _____

Address: _____

City: _____ State: _____ Zip code: _____

CHARGE: _____

DISTRICT: _____

I. ATTACH THE SUMMARY OF YOUR CONTINUING EDUCATION ACTIVITY:

Whatever continuing education events/activities you have reported to Wesley Leadership Institute that have been approved for credit will be summarized for the 2010-11 charge conference year in your personal file accessed only by you and by your District Superintendent on the Holston Conference website.

Instructions for printing your CEU information:

Go to the website: <http://churchsearch.holston.org>. Enter your individual pastor user name and password. (If you have forgotten them, call Sue Weber at 865-293-4135.) Click "Login". Then click "my profile:" in the gray area on the left of the screen and scroll down to your CEU reports. If you do not have access to a computer, call the office and we'll provide you with a printed report.

II. TO REPORT ADDITIONAL CONTINUING EDUCATION:

If there are additional continuing education events that need to be reported that are not listed in the report, click "Application for CEUs - <http://www.holstonconference.com/wesleyinst/ceucredit/> and enter the required information. **IF YOUR COURSE IS NOT LISTED IN THE MASTER LIST OF EVENTS, PLEASE SEND SUPPORTING AGENDA OR CERTIFICATE BY FAX to 865-690-3162 or US MAIL to P. O. Box 850, Alcoa, TN 37701-0850.**

Note: Once you apply for CEU credit for an event, you can expect to see it included in the report on the website generally the following month. If you do not see the information in a month, it may appear on the following month's report due to the volume of requests and logistics of accurately placing it on the website. A hard copy application form will be available on the Wesley Leadership Institute website for you to print, complete, and mail if you are unable to report via the Internet. Complete guidelines for earning CEU credit are also available in pdf format for you to print or read on the Wesley Leadership Institute website.

III. CONTINUING EDUCATION NEEDS AND PLANS

Exemptions:

Please check if you were a provisional candidate during the 2010-2011 appt. year. ____

Please check if you are currently in the Course of Study program. ____

If you are in COS, what courses have you completed this year?

1. Briefly outline your Continuing Education plans for 2011-12. Indicate how these plans address your needs and the church's ministry needs identified by you and/or your PPR Committee.

2. Describe any needs identified by your PPR Committee for your Continuing Education. This may include enhancing pastoral strengths, or responding to opportunities for pastoral growth or needed skills for enhancing ministry in and outside of the congregation.

3. Total amount budgeted by the Charge for Continuing Education in 2011: \$ _____
in 2012: \$ _____

4. Recommendations for Continuing Education by the District Superintendent at the January/February '11 consultation:

Signed (Pastor) _____

Date _____

Signed (Chair of Staff Parish Committee)

Date _____

CONTINUING EDUCATION GUIDELINES 2008 DISCIPLINE

Wesley Institute desires to provide resources and to support Pastors toward their growth and effectiveness in ministry

Book of Discipline, 2008: ¶ 351. Continuing Education and Spiritual Growth

1. Throughout their careers, clergy shall engage in continuing education for ministry, professional development, and spiritual formation and growth in order to lead the church in fulfilling the mission of making disciples for Jesus Christ. This shall include carefully developed personal programs of study augmented periodically by involvement in organized educational and spiritual growth activities.

CLERGY RESPONSIBILITY

In Holston Conference, our requirement is that all Conference members and all clergy serving under appointment must participate. Only the following are exempt: Persons in Course of Study, Advanced Course of Study, College and Seminary Students, probationers in a mentoring program, persons enrolled in Clinical Pastoral Education, and persons in a Doctor of Ministry program.

STAFF/PASTOR-PARISH COMMITTEE RESPONSIBILITY

¶ 350. Evaluation. The pastors in local churches shall participate annually in an evaluation with the committee on pastor-parish relations for use in an ongoing effective ministry and for identifying continuing education needs and plans (¶ 259.2g[5]), using criteria, processes, and training developed by the board of ordained ministry and the cabinet.

DISTRICT SUPERINTENDENT SUPERVISORY RESPONSIBILITY

¶ 350. Evaluation. The district superintendent, in consultation with the pastor-parish relations committee, will evaluate annually the pastors' effectiveness for ministry (¶¶ 334.2c, 421, 635.2n, q), using criteria, processes, and training developed by the cabinet and the board of ordained ministry.

¶ 351. 5. Clergy shall be asked by the district superintendent in the charge conference to report on their programs of continuing education, formation, and spiritual growth for the past year and plans for the year to come. The district superintendent shall also ask the local church to describe its provision for time and financial support of continuing education for ministry, professional development, formation and spiritual growth for the pastors, diaconal ministers and deacons serving their primary appointment in that local church.

OTHER GUIDELINES:

Print report from Website (if you do not have a computer, contact your district office to obtain your report):

- 1 File 3 copies at Charge Conference: District Superintendent, Pastor, Charge Conference Secretary
- 2 Reporting format: include name of conference, date(s), location (The computer rejects the information if it is not complete). For **books/videos**, include **name, author, publisher**.
- 3 Total Conference Units earned for Continuing Education each year is a minimum of 3.
(12/quadrenium) 10 contact hours in class = 1 CEU
20 hours of reading/reflection = 1 CEU (include documentation).
10 hours of listening/viewing audio or video tapes = 1 CEU (include names, authors, publisher). Not more than one unit qualifies for CEU's in personal study (20 hours) and/or video/audio (10 hours)
- 4 Contact the Director of the Wesley Leadership Institute, Rev. Don Nation, P.O. Box 850, Alcoa, TN 37701, or the website (www.wesleyleadershipinstitute.com) for complete guidelines or an updated list of opportunities or to report your involvement in an event, and to give feedback regarding excellent CE opportunities that have been helpful to your growth in ministry.