

CABINET GUIDELINES FOR APPOINTMENT-MAKING

All appointments in the Florida Annual Conference will be made in accordance with Paragraphs 425-430 in the 2012 Book of Discipline. The following guidelines have been developed and approved by the Bishop and Cabinet to be followed in the process of making appointments.

Also, the statement of the Appointive Cabinet, "Appointments in a Time of Mission," provides guidance in this process. That statement can be located at <http://www.flumc.org/blogdetail/653418>.

1. The primary objective of making appointments will be to match the missional needs of a congregation with the gifts and skills of a pastor on the basis of discernment and information obtained from profiles of congregations/communities and pastors, and consultations with Pastor-Parish Relations Committees and pastors.
2. Appointments assume a "sent" ministry. This means that in The United Methodist Church, clergy persons are "sent" and not "called". All appointments will be made annually in accordance with the covenant made by elders in full connection to offer themselves without reserve to be appointed and to serve, after consultation, as the appointment authority may determine as stated in Paragraph 333 in the 2012 Book of Discipline.
3. All appointments will be reviewed annually, but a goal of appointment-making will be to establish long-term pastorates where possible and appropriate. This means that appointments are made with the understanding that the needs of a local congregation can be appropriately fulfilled with the appointed pastor serving longer tenures. A short tenure is seldom in the best interests of a church or pastor. When there is a pattern of frequent moves, a careful review of what precipitated the moves will be made concerning both the church and the pastor.
4. Open itinerancy will be practiced with a congregation and a pastor. Open itinerancy means appointments are to be made without regard to race, ethnic origin, gender, disability, marital status, or age, except for the provisions of mandatory retirement.
5. Graduating seminarians will be appointed first in our process as we seek to place younger clergy in settings that will enhance their continued growth in ministry.
6. Legitimate needs of a pastor and/or her/his family will be taken into serious consideration in appointment making. When clearly stated at the beginning of the appointment-making process, where full itinerancy would result in a personal hardship due to family or personal reasons, every consideration will be given to make the best appointment possible based on gifts for ministry and pastoral experience but from among limited options available. Consultation will occur to discern the best appointment within the stated limitations. It is understood that the pastor's current salary may not be protected. It may be necessary for a pastor to take a less than full-time appointment or a leave of absence when no appointment is available due to limitations set by the pastor.
7. Churches that have gone through the appropriate steps to move from parsonage ownership to providing a housing allowance in lieu of a parsonage and all clergy who are recipients of a housing allowance are reminded that appointments are made equally, based on needs, gifts and graces for

ministry. Ownership of a home by a pastor receiving a housing allowance will not be a determining factor in making appointments. Both pastors and churches on charges where a housing allowance is being provided must be mindful that the housing allowance arrangement terminates with the current appointment.

8. Missional needs of the Annual Conference will be given priority over geographical preferences in making appointments.
9. Tenure of service in the Florida Annual Conference and The United Methodist Church will be a significant factor in the making of an appointment when all of the other qualifications of pastors under consideration for the appointment are relatively equal.
10. The Bishop and Cabinet are not obligated to appoint a pastor to a congregation with a salary that is equal to or higher than the salary of the pastor's current appointment.
11. The appointment of an associate pastor to a congregation will be made after consultation with the senior pastor and the Pastor-Parish Relations Committee of the congregation. The names of prospective associate pastors will be discussed with the senior pastor and the Pastor-Parish Relations Committee. Communication with prospective associate pastors will be permitted only with the approval of the District Superintendent of the congregation and the District Superintendents of the prospective associate pastors. The Bishop and the Cabinet will receive a request by the senior pastor and the Pastor-Parish Relations Committee for a particular person to be an associate pastor. The final decision will be made by the Bishop and the Cabinet in the context of the missional needs of the entire annual conference.
12. Appointments are prayerfully and carefully made. When the process has been followed and completed, the clergy person and the chair of the Pastor-Parish Relations Committee will be informed prior to a public announcement being made. If a church or clergy person requests reconsideration of the projected appointment, it must be in written form with expressed missional reasons why reconsideration is requested. To change a projected appointment, the Bishop and Cabinet must agree on the validity of the request for reconsideration and to take into consideration all the conference-wide needs.
13. When clergy are being considered to be appointed to begin a new congregation/mission or to a congregation involved in a transformation process, the expertise from staff members of the Office of New Church Development and the Office of Missional Vitality will be utilized.