

## CLEARANCE INTERVIEW

- The Clearance Interview is arranged by the COM representative working with the PNC (or with the Session committee in the case of a temporary pastoral relationship).\*
- Optimally, those present to interview the candidate will be two elders and two ministers from COM and the General Presbyter. It is frequently helpful if the COM representative is present as one of the interviewers.
- Usually prior to the Clearance Interview, the General Presbyter and COM chair will have done the reference checks.
- Clearance Interviews are usually done at the Presbytery Office or at another place convenient for the participants. If possible, schedule this interview for the same weekend the candidate will be present for an interview with the PNC and (if applicable) preaching in a neutral pulpit.
- Papers necessary for the interview:
  - Candidate's PIF
  - CIF or position description
  - Candidate's brief biographical statement
  - Candidate's statement of faith
- Suggested questions for the interview:
  - What gives you the most joy in ministry?
  - What are your growing edges in ministry?
  - In what areas would you like to improve yourself?
  - Tell us a bit about your journey of faith.
  - Describe an incident or a process in your ministry to date which you consider a success.
  - Describe an incident or a process in your ministry to date which you wish you had done better (or not at all).
  - What about this church (or position) most excites, intrigues, challenges you?
  - Do you have any questions for us?
- Check with the candidate that the procedure for presbytery transfer has been followed.
- Report that interview was completed.

\* Consult "On Calling 'Candidate Under Care' For An Installed Position" when interviewing a candidate

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