



OFFICE OF

DAVID P. WILSON

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## GENERAL SECRETARY

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CHURCH OF THE NAZARENE • GLOBAL MINISTRY CENTER

February 18, 2011

### District Superintendents (USA/Canada)

Dear Colleagues:

Greetings today from your Church of the Nazarene Global Ministry Center in Lenexa, Kansas! I trust you are having a good day in ministry and are experiencing God's blessings.

Many of you are aware that in the last year, the General Board was a defendant in a misconduct case involving a local church staff person. Thankfully, we were able to settle out of court.

Part of the settlement involved some non-monetary agreements. One of those agreements was that we would check the names of candidates for local and district minister's licenses against our ministerial database to assure that there are no misconduct issues involving children on our records. It is not likely, but it is possible for persons who have been granted a local or district license in one area of the country to move to another area, and for their "history" to not be transferred with them.

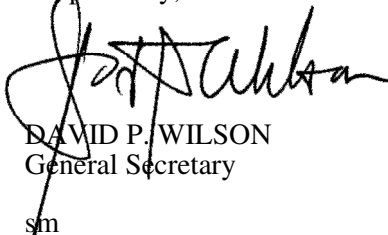
In the settlement, we agreed to review local licensed and first-year district licensed individuals. I am asking you to have your Ministerial Credentials Board (or Board of Ministry) secretary send the names of candidates for first-year district licensed ministers to the General Secretary's office for our review. I would ask that your pastors send to you the names of their current local licensed ministers, and that you also forward that information to the General Secretary's office.

One of my assistants will review each of these names and notify you if there are any concerns. I would ask that you use the form that was included with the email message you have just received to provide this information. This form will be available in the Media Library on nazarene.org.

I strongly recommend that each candidate have a background check done as a **minimum** requirement before obtaining the first local or district license. This will protect the young persons in your congregations as well as the local, district, and general church from potential legal difficulties.

I appreciate all of you so very much. I want to do everything I can as General Secretary to help you be aware of potential legal hotspots. Thank you for your assistance in this matter.

Respectfully,



DAVID P. WILSON  
General Secretary

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pc: Board of General Superintendents



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DAVID P. WILSON

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## GENERAL SECRETARY

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CHURCH OF THE NAZARENE • GLOBAL MINISTRY CENTER

March 17, 2011

### District Superintendents (USA/Canada)

Dear Colleagues:

On February 18, 2011, you were sent an email communication regarding a new process for the Local/District Minister's License Candidates. A new form was included with the email message. I wanted to report to you the results of the response. To date, over 100 forms have been received, representing 12 districts. Thank you—this is an outstanding response!

A few reminders/clarifications about this new process:

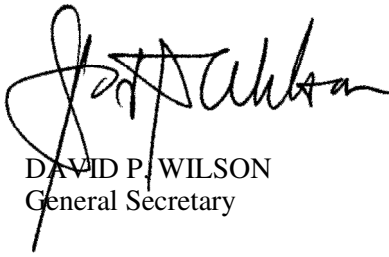
1. This is NOT a criminal background check.
2. This is for any currently local licensed ministers as well as new applicants for such license.
3. This is for all new (first-time) district licensed minister applicants; it is not necessary to submit forms for ministers granted district licenses in 2010 (or prior years).
4. It is vital that each candidate's name (first, middle, last) be clearly and fully printed.
5. All forms should be channeled through the district office; if forms are submitted directly to the General Secretary's office by the local church, the response will be provided to the district office.

The form should be posted soon (hopefully by April 1<sup>st</sup>) on the nazarene.org site in a "fillable" pdf version. When ready, links for it will be available on both the General Secretary's and Clergy Development's web pages. Thank you for your patience as we attempt to work out these details.

We recognize that we will continue to receive these forms throughout the spring and summer months. This is for your protection as well as for the protection of the denomination.

Thank you for cooperating with us in this new task. We appreciate you!

Respectfully,



DAVID P. WILSON  
General Secretary

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pc: Board of General Superintendents

# LOCAL/DISTRICT MINISTER'S LICENSE CANDIDATE FORM

(for use by pastors/local church boards and district credentials boards as a basic credential check against the records held at the Church of the Nazarene Global Ministry Center (GMC), through the General Secretary's office)

We request that the following **CANDIDATE'S NAME** be checked against the credential records stored at the Church of the Nazarene Global Ministry Center:

**PLEASE PRINT/TYPE CLEARLY**

**Full Name of Candidate:** \_\_\_\_\_

**Local Church Name:** \_\_\_\_\_

**District Name:** \_\_\_\_\_

**District Contact Information (email and mailing address; fax and phone number):**

\_\_\_\_\_

**Date Requested:** \_\_\_\_/\_\_\_\_/\_\_\_\_

(check applicable officer title below)

**District Superintendent**

**Pastor**

**Signature:** Dist. Superintendent, Pastor, Dist. Cred. Bd. Sec., Other

**District Credentials Bd. Secretary**

**Other** (identify specific office on line at left)

\_\_\_\_\_

Form should be submitted through the district office via any of the following means:

[gensec@nazarene.org](mailto:gensec@nazarene.org) OR 913-577-0848 (FAX) OR

The General Secretary – 17001 Prairie Star Parkway - Lenexa KS 66220 - USA

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**PLEASE DO NOT WRITE BELOW THIS LINE – OFFICE USE ONLY**

**Information Checked By/Date:** \_\_\_\_\_

**Comments:** \_\_\_\_\_

\_\_\_\_\_

**Status of Request:**

Cleared

Flagged

**Notification Sent to District Office:**

Yes

No

**Date sent:**

\_\_\_\_/\_\_\_\_/\_\_\_\_

**Signature: General Secretary** \_\_\_\_\_

**Date Signed:** \_\_\_\_/\_\_\_\_/\_\_\_\_