

credentialing

the Credentialing and Commissioning process

The credentialing process culminates with the capstone phase of "credentialing and commissioning." This phase brings together all aspects of the credentialing experience in a context of encouragement and expressed in terms of your beliefs and practices regarding ministry and your call to Youth For Christ/ Youth Unlimited. Your credentialing meeting is arranged after you have completed all requirements of the orientation and development phases of the credentialing track you are in. The commissioning is a capstone event and celebration that occurs at National Ministry Conference.



The focus of the credentialing meeting is conversation around the content of your credentialing paper that will give you the opportunity to reflect on what you have learned; allow you to clarify certain key aspects of both your philosophy of ministry and your personal development; and to pass on key bits of advice to those who are beginning the process.

Once you have completed your paper, you will provide complete copies to your credentialing committee in preparation for the credentialing conversation/meeting. This conversation is intended to be an environment of development and encouragement where your committee will both encourage you and make affirmations and suggestions regarding your future development (personal, ministry and training etc.).

Credentialing Process

The process of credentialing is recognized primarily as an affirmation for the staff person as he or she prepares to move into this next stage of ministry. The credentialing committee is not expected to make a decision regarding suitability of a candidate for ongoing YFC/YU ministry, although a recommendation against credentialing may be made (in such a case the commissioning procedures will not proceed any further until the recommended actions have been completed).

The candidate's supervisor will contact each potential member of the credentialing committee requesting his/her involvement. If the candidate has a spouse/fiancée, this person should be informed and participate as well.

One month in advance of the credentialing interview, the candidate's supervisor will forward to each committee member, the following information:

- when and where the committee will meet (confirm first with the Regional Training Director)
- candidate's paper
- candidate's current job description
- YFC/YU mission statement and the statement of faith

One week prior to the meeting, the candidate's supervisor will confirm with each committee member his/her attendance and answer any questions.

Credentialing Committee & Report

The candidate's supervisor coordinates all details of the credentialing meeting and writes-up the committee's report. Where there is both a training supervisor and a ministry supervisor, the ministry supervisor is to co-ordinate, but both are to be on the committee. The following individuals should be asked to participate on the committee and in the conversation:

- a national representative (normally the regional training director or designate) chairs the credentialing meeting.
- candidate's Executive Director.
- candidate's Pastor/Pastoral team representative (i.e. Youth Pastor).
- credentialed peer (not necessarily from the candidate's own chapter).
- chapter/satellite Board Member (strongly encouraged if possible).
- others as requested by the Chapter Executive Director, the candidate's supervisor or the candidate (i.e. mentor is encouraged to be present if possible, parents, etc.). Others to be included should be passed by the national representative to be sure the size of the meeting remains manageable (*it would be likely that the candidate's spouse/fiancée will accompany the candidate and participate in the credentialing process if such is the case*).

The National Training Representative, as chairperson of the meeting, will take the first 15-30 minutes of the scheduled time to brief the committee on the nature of the conversation and how the meeting will operate and review specific questions to be asked.

The candidate and spouse are then invited to join the meeting. The candidate may begin with an oral presentation or if desired, may simply respond to questions and comments. These questions will be related to and come from the issues raised in the credentialing paper.

After the candidate conversation is completed, the candidate and spouse are given some free time away from the meeting room as the committee continues the conversation around the proceedings and to develop a summary. This report, the final copy of which is written up by the candidate's supervisor, should include the following:

- a short summary of the conversation (issues discussed) and affirmations of the candidate
- a statement regarding the strengths of the candidate.
- recommendations for further development (personal or ministry related).
- recommendations for supervisor (and possibly church).

Candidate and spouse are invited to return and the report is reviewed with them and the meeting should conclude with a time of prayer and, if appropriate, laying on of hands.

The candidate's supervisor is to document the meeting into a final report/summary statement and have it mailed to each committee member, the chapter Executive Director, the Board Chairperson within one week of the meeting (a copy of this report and the credentialing paper should be made available to the national office as well). And lastly a meeting between the candidate and his/her supervisor should take place within a day or two of the credentialing meeting to debrief and celebrate and to talk about concrete ways to apply the recommendations.