

What To Do When You Receive A Call

- 1) Acknowledge immediately your receipt of the call by sending a letter of acknowledgment to the calling congregation. Send copies of the letter to the following:
 - a) Your District President.
 - b) The President of the District in which the calling congregation is located.
 - c) Your District Mission Executive, if your congregation is receiving District mission subsidy.
 - d) Your Circuit Counselor.
 - e) The Circuit Counselor of the Circuit in which the calling congregation is located.
 - f) The vacancy pastor serving the calling congregation.
- 2) Notify the members of your congregation that you have received the call. In addition, read or publish the letter which has been sent by the calling congregation to your congregation.
- 3) Set a meeting date (congregational meeting, voters meeting) to discuss the call with the members of your congregation.
- 4) Deliberate on the call. In this regard, pray fervently, asking God to help you determine:
 - a) Am I still needed where I am?
 - b) Would it be beneficial for my present congregation if I stay?
 - c) Would it be beneficial for my present congregation if I leave?
 - d) Is the Lord challenging me to use my gifts in a different part of the kingdom at this time?
 - e) Is the Lord challenging me to develop another gift which I have in a different part of the kingdom?
- 5) Notify the calling congregation, in writing, of your decision regarding the call. Send copies of the letter to the following:
 - a) Your District President.
 - b) The President of the District in which the calling congregation is located.
 - c) Your District Mission Executive, if your congregation is receiving District mission subsidy.
 - d) Your Circuit Counselor.
 - e) The Circuit Counselor of the Circuit in which the calling congregation is located.
 - f) The vacancy pastor serving the calling congregation.
- 6) Notify the members of your congregation of your decision regarding the call.

Some Do's and Don'ts

- 1) Do pray fervently asking the Lord to show you His will regarding the call.
- 2) Do seek the advice of your Circuit Counselor or District President if you feel this would be helpful in reaching a decision regarding the call.
- 3) Do ask for the advice, comments, and prayers of your members.
- 4) Do not negotiate a compensation package with the calling congregation. If the salary is inadequate, decline the call. In doing so, indicate that the salary is inadequate, and recommend that the congregation review the compensation package prior to extending their next call. But, do not indicate that you are open to receiving the call again if the compensation package is adjusted.
- 5) Do not accept or reject the call on the basis of any contingencies (... if I can sell my house, ... if the congregation will give me the down payment to buy a house, etc.)
- 6) Do not let home ownership (or the purchasing of a home) determine your decision regarding a call.
- 7) Do not request an on site visit at the expense of the congregation if it is not offered by the congregation. (Congregations are encouraged to extend such an invitation to the pastor after he has been extended a call.)
- 8) Do be cautious about accepting an invitation to visit the congregation (Ask yourself, is it really necessary? If not, be a good steward of the congregation's resources and decline the offer to visit.)
- 9) Do reach a decision without delay (normally within 2-4 weeks of receiving the call documents). If you are unable to reach a clear decision regarding the call within four weeks, decline it.