

GUIDELINES FOR HIRING STAFF

(Who carry the title of “pastor”)

If you’re a lead pastor, bringing new ministry leaders onto your church staff is exciting! The Field Office wants to help you ensure that incoming pastoral staff are well qualified, and a good fit with the larger Alliance family.

Any staff member with “pastor” in his or her title is required to be licensed with the Alliance Northwest. The Alliance Northwest Accreditation process is what qualifies the leader to receive a ministry license and become eligible for a federal housing allowance.

The following items are required for prospective pastoral leaders who want to engage the accreditation process and carry the title of “pastor.”

- Exhibits character qualities of a pastoral leader (1 Timothy 3).
- Has completed at least 30 credits of Bible and/or theology courses (undergraduate or graduate level, or equivalent).
- Neither the leader nor his or her spouse have been previously divorced. (A divorce review process is available with the assistance of the Field Office).
- Fully supports the Alliance statement of faith and Alliance Perspectives.

All incoming ministry pastoral staff must complete a Candidate Alignment Form and a background check, including leaders who are already accredited with the Alliance.

If the pastoral leader is coming from another denomination in which they were already licensed and/or ordained, they may be eligible to have their credentials sustained in an interview with members of the Licensing, Ordination, and Consecration team (LOC).

CHECKLIST FOR HIRING TEAMS IN THE LOCAL CHURCH

1. Ensure that prospective staff member meets the above qualifications.
2. Email Kristy@alliancenw.org to communicate the position you are hiring, and request a Pastoral Candidate Alignment form and background check for your potential hire.
3. Refer your potential hire to Kristy@alliancenw.org for an Alliance application, accreditation packet, and an interview study guide. The title of “Pastor” is available for leaders who’ve completed the accreditation process.