

**IOWA CONFERENCE OF THE  
UNITED CHURCH OF CHRIST  
APPLICATION FOR DUAL STANDING**

**Dual Standing is a** Temporary form of UCC ministerial standing that may be granted to ecumenically ordained (or otherwise ecumenically authorized) ministers who are called to serve in a UCC ministry setting but who keep their affiliation with their denomination of origin.

Association: \_\_\_\_\_

**Applicant's Contact Information**

*Please type or print clearly:*

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home phone, if different from cell: \_\_\_\_\_

E-mail: \_\_\_\_\_

2<sup>nd</sup> Email \_\_\_\_\_

## Ecclesiastical History

Have you ever applied for UCC status or standing with this or any other UCC Association?

Yes No

If yes, which Association? \_\_\_\_\_  
 (Association) (Conference)

When? \_\_\_\_\_ Outcome? \_\_\_\_\_  
 (date)

Do/did you hold ecclesiastical status with any other body, previously or currently? Yes No

Name of Denomination/Entity \_\_\_\_\_

Type of Authorization \_\_\_\_\_

Authorization Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Denomination/Entity holding certification of current ministerial authorization:

Office Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Comments:

*Please provide any additional relevant information regarding other ecclesiastical bodies*

## Initial Requirements (Step One)

The Committee on Ministry is requesting the following items initially to begin your application for Dual Standing. Attach all but the verification of standing to this form and submit it as one file to [ministerialstanding@ucctcm.org](mailto:ministerialstanding@ucctcm.org).

- Current criminal background check
  - Provide a copy of the background check run during the search and call process by your denomination or go to the following website <https://ucctcm.org/abuseprevention> and select Oxford Background Check
- Self-Disclosure Profile
  - Please fill out the attached Self-Disclosure Profile including signing the “Statement of Consent”
- Verification of Boundary Training
  - Please send verification of your last Boundary Training dated within the last 3 years.
- Completion of UCC History, Polity and Theology Course
  - Candidates are expected to obtain a working knowledge of the United Church of Christ history, polity and theology as well be able to function in and appreciate the polity of the United Church of Christ. Find course options at [www.ucctcm.org/uccidentity](http://www.ucctcm.org/uccidentity).
- Verification of good standing from originating denomination
  - Please work with the Associate Conference Minister for COMs to complete this. Email [ministerialstanding@ucctcm.org](mailto:ministerialstanding@ucctcm.org) and they will contact your denomination's judicatory representative and complete the verification.

## Meeting with the Committee on Ministry (Step Two)

The Committee on Ministry will review the above Initial Requirements (Step 1), engage in discernment, and work with the applicant to identify any additional items that may be needed immediately. After meeting with the Committee, the Applicant will then proceed to step three.

### **Further Requirements (Step Three)**

After meeting with the Applicant, the Committee on Ministry will create a timeline for the Applicant to complete the following additional requirements:

### **Search and Call (Step Four)**

Once further requirements are met or if no further requirements are needed, the Applicant may proceed to search for a call to a UCC ministry setting. After a call is received, the Applicant will proceed to step four.

### **Completing Dual Standing (Step Five)**

Once the applicant has been called to serve a congregation, the following should be submitted to as one file to [ministerialstanding@ucctcm.org](mailto:ministerialstanding@ucctcm.org).

- Submit a request from the congregation(s) you are/will be serving.
  - Please have a representative from the congregations you will be serving complete the request (page 10).
- Submit the proposed job description and call agreement.

### **Meeting with the Committee on Ministry (Step Six)**

The Committee on Ministry will review the above requirements and request from a Local Congregation, engage in discernment, and determine readiness for granting Dual Standing to the Applicant. A formal service Installation of the minister as a pastor of the UCC congregation by the Association follows the granting of Standing.



Have you ever been found guilty of, pled guilty to, or pled no contest to criminal charges?

(Exclude convictions that have been sealed, expunged or legally eradicated; any misdemeanor conviction for which probation was successfully completed; offenses about which inquiry is not permissible in the state in which you are seeking a position; acts of civil disobedience. With respect to driving record, only include matters of reckless driving, driving while intoxicated and/or driving under the influence of a controlled substance.) *(Required)* Yes No

**Has your employment, a volunteer position, or professional credentials, ever been terminated or revoked, or have you been asked not to return to employment or a volunteer position in the future because you attempted or actually engaged in:**

Sexual discrimination, harassment, exploitation or misconduct <i>(Required)</i>	Yes	No
Physical abuse <i>(Required)</i>	Yes	No
Child abuse <i>(Required)</i>	Yes	No
Financial misconduct <i>(Required)</i>	Yes	No

**Have you ever terminated your employment, a volunteer position, or professional credentials in order to avoid facing or to avoid being terminated because of charges of actual or attempted:**

Sexual discrimination, harassment, exploitation or misconduct <i>(Required)</i>	Yes	No
Physical abuse <i>(Required)</i>	Yes	No
Child abuse <i>(Required)</i>	Yes	No
Financial misconduct <i>(Required)</i>	Yes	No

Are there any facts or circumstances involving you or your background that should be disclosed and/or further reviewed before you are entrusted with the responsibilities of ministry on behalf of a calling body of the United Church of Christ? *(Required)* Yes No

If you answered yes to any of the above questions, please provide detailed explanation for all such affirmative answers. In addition to providing other relevant material, be sure to include dates and information for related official decisions, actions, reviews, etc. (by you and/or other parties) that affected your employment and/or ministerial standing and/or professional credentials. (Required)

## Statement of Consent

The United Church of Christ Constitution recognizes that God calls the whole church and every member to participate in and extend the ministry of Jesus Christ. God also calls certain of the church's members to various forms of ministry in and on behalf of the church.

Persons seeking Dual Standing with a UCC conference or association bring unique gifts, skills, and experiences. The integrity of this discernment process in the United Church of Christ depends upon supportive cooperation and considerate and appropriate sharing of information among UCC national offices, UCC conference and/or association personnel, search committees, local churches (UCC and otherwise), other ministry settings, the individual seeking standing's current denomination, educational institutions and those persons seeking Dual Standing.

We are called to speak the truth in love. Our primary goal is, in all circumstances, to build up the body of Christ. Relationships between church bodies and persons seeking Dual Standing. Standing require honesty, integrity, and truthfulness for the health of the church. In that spirit:

I attest that the information shared with the Committee on Ministry is true and complete to the best of my knowledge. I understand that any misrepresentation or omission may be grounds for rejection of consideration for, or termination of, the ministerial authorization process or ministerial authorization itself after that authorization is approved.

An open exchange of relevant information builds the foundation for continuing and healthy relationships between calling bodies and persons seeking a ministry position.



In that spirit:

I authorize any member of the Committee on Ministry or the appropriate staff person of the Conference to make inquiries regarding all statements contained in the information provided to the Committee. I also authorize all persons, entities, former employers, committees on the ministry and their agents, current denominational representatives, courts, and law enforcement, educational institutions and other public agencies to respond to inquiries concerning me, and to supply verification of the information provided to any member of the Conference staff and the Committee on Ministry or the appropriate staff person of the conference. I understand that such persons may comment on and state their opinions regarding my background and character to any member of the Committee or the appropriate staff person of the Conference.

To encourage such persons to speak openly and responsibly, I hereby release them from all liability arising from their responses and comments made in good faith and without malice.

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*Signature*

*Date*

## Local Church Affiliation Dual Standing Request

The \_\_\_\_\_,  
request that \_\_\_\_\_ be  
granted Dual Standing while serving our congregation.

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Church Representative / Date / Title

#1 Church Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Church Email: \_\_\_\_\_

#2 Church Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Church Email: \_\_\_\_\_

