



**ANNUAL INFORMATION REVIEW FOR  
PENN WEST CONFERENCE AUTHORIZED MINISTERS**



*“Persons with ministerial standing in the United Church of Christ are obligated to participate in an Association’s processes of support and accountability in order to maintain standing.” (United Church of Christ Manual on Ministry, Section 2:6.)* This document is a means for persons with standing to participate in the Information Review in order to uphold the covenantal relationship with their Conferences and Associations.

Please complete this form and return it to [office@pennwest.org](mailto:office@pennwest.org) or [david@pennwest.org](mailto:david@pennwest.org) by September 30 of the current year.

Name: \_\_\_\_\_ Review Period (Year): \_\_\_\_\_  
 Home Mailing Address: \_\_\_\_\_  
 Home Telephone: \_\_\_\_\_ Mobile Telephone: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_ Birthday: (month/day only) \_\_\_\_\_

I prefer not to have my home contact information listed in the Yearbook and Access UCC:  
 (check which information should not be listed):      Address      Telephone      Email

Currently, I:

- Serve in a church
- Serve in a specialized ministry setting
- Am between calls (check here if currently seeking a call      )
- Am on a Leave of Absence
- Doing occasional service (pulpit supply, bridge interim, etc.)
- Hold Exempt Standing
- Other: please describe:

*If currently serving in a church or specialized ministry setting:*

Name of Current Ministry Setting: \_\_\_\_\_  
 Ministry Setting Address: \_\_\_\_\_  
 Position Title: \_\_\_\_\_ Date Service Began: \_\_\_\_\_

*If serving in multiple ministry settings, complete the following:*

Name of Current Ministry Setting: \_\_\_\_\_  
 Ministry Setting Address: \_\_\_\_\_  
 Position Title: \_\_\_\_\_ Date Service Began: \_\_\_\_\_

My local membership is with:

(Name of Local Church, City, State)

I hold ministerial standing in:

(Association and Conference)

I have a three-way covenant

I have a four-way covenant

Ministerial Standing/Status: (check all applicable below)

Year Authorized in the UCC:

Date of Last Renewal (if applicable)

Ordained Ministerial Standing in the UCC

Ordained Ministerial Partner Standing (Disciples of Christ or The United Church of Canada): DOC Region or UC Canada Presbytery where standing is also held:

Dual Standing: denomination where standing is held:

I currently have additional ecclesial standing or official ecclesial recognition in another body beside the United Church of Christ that is not otherwise noted on this form:

Congregational Christian

Lay Ministerial Standing

Privilege of Call

Member in Discernment

Exempt Standing

Standing Suspended

Other: (please share)

I have been granted Ecclesiastical Endorsement as a Chaplain by the following professional organization or branch of the military:

*Please check any of the following that apply to you:*

I am planning to retire from active ministry on

I would like to be part of a ministerial group/community of practice, or I already participate in such a group (please identify):

I would like time for conversation with my Committee on Ministry, Association Minister and/or Conference Minister.

***As you provide the above information, please highlight any information that represents a change. Complete and sign this review form, along with the next pages, and return it all to the Committee on Ministry, Conference and/or Association as requested. Any changes will be relayed to the United Church of Christ national office through the Data Hub.***

**Please respond honestly to the following prompts as part of your annual Information Review.**

Describe your primary responsibilities/functions in your present ministry setting(s).

List the continuing education experiences from this past year that have advanced your ministry skills.

List any ongoing peer support you are involved in at this time (community of practice, local ministerium, etc.), as well as your most recent participation in Periodic Vocational Support with the Committee on Ministry.

Describe a formative event or practice of your faith/spiritual journey during this year.

Please identify the date, location, and topic/speaker of your most recently-attended boundary training:

How have you maintained your covenantal relationship with the United Church of Christ during the past year?

Please check all that apply:

- Attended an Association meeting.
- Attended the annual meeting of my Conference.
- Participated in OCWM and other special offerings of the UCC.
- Attended General Synod as a visitor or delegate (voting/non-voting).
- Served on an Association/Conference/national UCC committee or board.
- Other:

**Please sign, date, and return this form to the appropriate Committee on the Ministry, Conference and/or Association where you hold ministerial standing.**

Name:

Date:

***Always contact your Association and/or Conference when:***

- ✓ *Your call, address, or other contact information changes.*
- ✓ *You have personal or professional concerns and need support.*

**Use an additional page to add comments, or complete any of the sections.**

**Please read and affirm the following two important statements:**

I have read and I understand the United Church of Christ Minister's Code ( [https://www.ucc.org/ministers\\_ordained-ministers-code](https://www.ucc.org/ministers_ordained-ministers-code) ). Yes

I have read and I understand the Marks for Faithful and Effective Authorized Ministers of the United Church of Christ ( [https://www.ucc.org/ministers\\_marks](https://www.ucc.org/ministers_marks) ). Yes