**Special Service (SPC) Role Designation Information**

**Southwest Indiana District Church of the Nazarene**

**What is an SPC role designation?**

The SPC role designation may be assigned to clergy active in “special service.” Such a designation is for “a member of clergy employed in a ministerial capacity as an officer in a church-related organization serving the church, or approved upon careful evaluation of his or her District Advisory Board and district assembly to serve with an educational institution, evangelistic, or missionary organization not directly related to the church.” (Manual 528 & 528.1) The role of SPC may also be given under special circumstances to ministers on interim or leave of absence.

**Permissions required for an SPC role designation**

Permission for a clergy to participate in these works must be obtained prior to the work beginning and must be renewed annually by the District Advisory Board, ratified by the District Assembly and may also be subject to the approval of the General Superintendents. (Manual 528, 538.10, 538.13 & 538.14)

**Criteria used by the SWID Advisory Board in the consideration of SPC role requests**

• Each case will be considered on an individual basis

• Requests to serve with denominations who are members of the Global Wesleyan Alliance or Wesleyan Holiness Consortium will generally be approved. If the group or denomination is not a member, the beliefs and doctrine of the group will be considered. *Applications for work in independent ministries must be accompanied by the organization’s official statement of faith.*

• Input from the pastor or church board of the local church where one’s membership is held and/or the District Ministerial Credentials Board will be sought to determine if the minister is in good standing and is fulfilling the requirements of membership in a local Church of the Nazarene (Manual 538.8) and as a minister on the district.

• An initial interview with the District Superintendent or District Advisory Board is required for first time applicants. As the original intent of the SPC role was for short term assignments, the District Advisory Board reserves the right to an annual review with applicants to discuss the minister’s future plans, continuation of status, return to the Church of the Nazarene, transfer of credential and/or to have continued contact and a better understanding and desire for what is best for all parties.

**Process for requesting permission for an SPC role designation**

Requests for an SPC role designation for clergy with a credential on the Southwest Indiana District should be sent to Rev. Tim Crump, District Superintendent, 3827 Austin Drive, Bedford, IN 47421, or emailed to tcrump@swidnazarene.org. The attached application should be used.

Requests for church year beginning June 1, must be submitted by April 1. Those making a request will be notified of the District Advisory Board action prior to the beginning of the new church year.

For questions regarding this process, please contact Rev. Tim Crump, District Superintendent at tcrump@swidnazarene.org, 812.279.6621 (district office) or 217.413.1579 (cell phone).

**Special Service (SPC) Application**

**Southwest Indiana District Church of the Nazarene**

To be filled out annually by clergy on the Southwest Indiana District who are requesting approval to participate in “special service.” Attach additional information if necessary.

Request for church year beginning June 1, \_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and location of church/institution and denomination/organization in which you would be serving:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What will be the nature of your assignment? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How long do you anticipate this special service to continue? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently conducting independent church activities with another religious group? (cf Manual 538.1 & 538.13)  Yes  No

If yes, how long have you been doing so? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If yes, has the SWID Advisory Board granted you permission?  Yes  No

If yes, how many times have you received permission for SPC status? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local SWID Church of the Nazarene where you hold membership \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

• Are you faithfully tithing to this church?  Yes  No

• Are you faithfully attending this church?  Yes  No

• List the ministries of this church within which you are presently involved \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

• What other ways are you actively supporting and connecting with this church?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are not fulfilling the above four questions, are you seeking an exception from the District Advisory Board? (Manual 538.8)  Yes  No

If yes, have you previously requested exception?  Yes  No

If yes, how many years have you received this exception? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What church will you be attending regularly, if not the local Church of the Nazarene listed above?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you are requesting an exception from Manual 538.8 and/or 538.14, please provide a detailed explanation as to why you believe the District Advisory Board and/or the Board of General Superintendents should grant your request.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How have you connected with the members and activities of SWID this last year?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Share your plans or intentions for “ongoing connection with the Church of the Nazarene.” (Manual 528)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you foresee yourself serving within the Church of the Nazarene again?  Yes  No  Unsure

If no or unsure, why do you want to retain your credentials with the Church of the Nazarene?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I request approval from the Southwest Indiana District Advisory Board for the special service as described above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

**Special Service (SPC) Manual References**

**Manual 2017-2021**

***The following is not intended to reflect the full requirements and responsibility of clergy assigned to special service, but is intended as a companion reference for the SWID Special Service (SPC) Role Designation Information and Application.***

**504.** The Church of the Nazarene recognizes only one order of the preaching ministry, that of elder. It also recognizes that the member of the clergy may serve the church in various capacities. (Ephesians 4:11-12) The church recognizes the following categories of service in which a district assembly may place an elder, deacon, or, as circumstances warrant, a licensed minister: pastor, evangelist, missionary, teacher, administrator, chaplain, and special service. Ministerial training and ordination are normally required, or greatly desired, to fulfill these categories as an “assigned minister.” The Sourcebook on Ordination shall provide guidelines for each category of ministry that will aid district boards in identifying the qualifications necessary for consideration to be an assigned minister. Only assigned ministers shall be voting members of the district assembly.

**504.1.** All persons assigned to a particular role shall file a report annually to the assigning district assembly.

**528.** Special Service. A member of the clergy in active service not otherwise provided for shall be appointed to special service, if such service is approved by the district assembly, and shall be listed by the district as an assigned minister. Persons designated special service are required to maintain relationship with the Church of the Nazarene and will submit annually in writing to the District Advisory Board and District Ministerial Credentials Board or District Board of Ministry, the nature of their ongoing connection with the Church of the Nazarene.

**528.1.** A member of the clergy employed in a ministerial capacity as an officer in a church-related organization serving the church, or approved upon careful evaluation of his or her District Advisory Board and district assembly to serve with an educational institution, evangelistic, or missionary organization not directly related to the church, may be appointed to special service subject to paragraph 538.13.

**528.2.** A member of the clergy between assignments for a short period of time or on leave of absence may be appointed to special service by the District Advisory Board, upon recommendation by the district superintendent.

**538.1.** A member of the clergy shall be subject to discipline if regularly conducting independent church activities with another religious group without the written approval of the District Advisory Board of the assembly district in which he or she holds ministerial membership, and the written approval of the Board of General Superintendents. (538.13, 606.1)

**538.8.** All members of the clergy (assigned and unassigned) shall be active members in a local Church of the Nazarene where they will be faithful in attendance, in tithe, and in participation in the ministries of the church. Exceptions to this requirement may be granted only by approval of the District Advisory Board. Any member of the clergy who does not hold membership in a local Church of the Nazarene on the district where his or her credential is held and who has not been granted an exception is subject to discipline by action of the District Advisory Board. (522, 538.10)

**538.10.** Any member of the clergy uniting with a church or denomination other than the Church of the Nazarene, or other Christian ministry, will cease membership in the Church of the Nazarene unless he or she obtains approval of the District Advisory Board of the assembly district in which he or she holds ministerial membership. The district assembly shall cause to be entered into its minute record the following statement: “Expelled from the membership and ministry of the Church of the Nazarene by uniting with another church, denomination, or ministry.” (107, 112)

**538.13.** A member of the clergy must have the annual written approval of the District Advisory Board in order to do the following:   
• regularly conduct independent church activities not under the direction of the Church of the Nazarene, or   
• carry on independent missions or unauthorized church activities, or   
• be connected with the operating staff of an independent church or other religious group, Christian ministry, or denomination. Should a member of the clergy fail to comply with these requirements, he or she may, on recommendation by a two thirds vote of the entire membership of the District Ministerial Credentials Board or District Board of Ministry, and by action of the district assembly, be expelled from the membership and ministry of the Church of the Nazarene. The final determination as to whether any specific activity constitutes “an independent mission” or “an unauthorized church activity” shall rest with the Board of General Superintendents. (112- 112.1, 532.9)

**538.14.** Prior to granting approval to the member of the clergy to participate in independent church activities, the District Advisory Board must request the written approval of the Board of General Superintendents when such participation is to be on more than one district, or a district other than the district on which the minister holds ministerial membership. The Board of General Superintendents shall notify the respective District Advisory Boards that a request for said approval is pending.