

## **Board of Ordained Ministry – EPA CONFERENCE**

### **Continuing Education and Financial Support for Clergy**

#### **Continuing Education Policy**

Continuing education is to further develop the knowledge and skills of clergy for ministry. All active clergy (elders, deacons, local pastors, commissioned, etc.), who are members of and/or serving within the Eastern Pennsylvania Conference, are expected to acquire four Continuing Education Units (CEU's) within each quadrennium. No one event may count for more than two CEU's toward the required four within a quadrennium.

One CEU is accrued for 10 contact hours of continuing education (a contact hour is actual time spent in a workshop, lecture or group session). It does not include lunches, breaks or recreational activities. For activities less than 10 hours, we offer .1 CEU's per contact hour.

#### Individuals Requesting Continuing Education Units

Individuals who attend events that do not offer CEU's and would like CEU credits may write to Tim Thomson-Hohl, [thomhaht@aol.com](mailto:thomhaht@aol.com) If granted, the Board of Ordained Ministry will issue a certificate. The following information about the event is to be included with the request (one page is sufficient, two

1. Name, address, phone number and email address of the person making the request
2. Relationship to the Annual Conference (elder, deacon, local pastor, commissioned etc.)
3. Date
4. Location
5. Sponsor
6. Leadership and instructors
7. Purpose
8. Content
9. Number of contact hours (number of hours for lectures and workshops)
10. How the information will be used in the practice of ministry in the present appointment or in preparation for a future appointment.

## **Financial Support for Clergy**

Active clergy, who are members of and/or serving within the Eastern Pennsylvania Conference, including retired clergy under appointment, may receive up to \$400 a year for continuing education. (Commissioned clergy may receive an additional \$400 which may be used in part or in total during their probationary period) Clergy participating in a post master's degree program may receive up to \$600 per year for up to four years. Support for sabbaticals of \$1,000 to \$5,000 is also available for continuing education. [For information on financial support for "educational leaves," click on the following link to download the pdf file Formational & Spiritual Growth Leave, Renewal/Study Leave, or Sabbatical Leave Funding For Clergy, or see the current Board of Ordained Ministry policy below.]

To be eligible for financial support, it must first be determined whether or not the continuing education event is consistent with the Board of Ordained Ministry's Policy for granting CEU's whether or not CEU's are being requested.

There must also be some support from the clergyperson and the congregation.

To be considered for financial support, an individual must send the following information to Tim Thomson-Hohl, 610-306-3709, [thomhaht@aol.com](mailto:thomhaht@aol.com)

1. Name, address, phone number
2. Email address
3. Social Security number
4. Relationship to the annual conference (elder, deacon, local pastor, commissioned, etc.)
5. Amount requested. (If commissioned, designate whether or not the amount requested is from the additional \$400 mentioned above)
6. Amount provided by the congregation
7. Amount provided by the pastor
8. The name of event, date
9. How the event will relate to present and/or future ministry
10. Address where funds should be sent if different from above

Once eligibility has been determined, the request for financial support will be forwarded to the treasurer of the Board for consideration.

Continuing Education Units and financial support **will not be offered for the following experiences:**

Work camps, mission trips without formal instruction, independent studies that are not overseen through a formal institution or instructor, spiritual retreats, counseling sessions, vacations abroad, ministry/pulpit exchanges and book studies.