

General Information and Process Description for Registered Chaplains and Ecclesiastical Endorsement on the Washington Pacific District

The District, through a specific application process, recognizes Chaplains as “*Registered*” or “*Endorsed*”. A Registered Chaplain is involved in ministry but does not have the requirement of ordination within their specific ministry. Ordination is a prerequisite for Ecclesiastical Endorsement and usually required for full time Chaplaincy. The process for each is defined below.

Registered Chaplains:

1. A letter of recommendation is initiated from the local church board to the District Chaplaincy Director (DCD) for the individual that is seeking Registration as a Nazarene Chaplain.
2. Upon request, a copy of the position description/job requirement for the specific ministry will be provided by the candidate. The copy will be evaluated by the DCD or team member before the application process continues.
3. The application for Registration is available online through the District web page. Upon completion, the application will be forwarded to and reviewed by the DCD.
4. A Field Interview will be conducted by a member of the District Chaplaincy team (in person or by phone) as the final portion of the application process.
5. Upon successful completion of the application and interview process, a Letter of Registration will be provided by the District to the candidate.
6. The Registered Chaplain will provide an annual Chaplaincy ministry report to the DCD with the expectation that a minimum of five contact hours of education for ministry specific training will be completed annually.

Once the application process is complete and Registration granted the Chaplain would then be considered a Nazarene Chaplain. In order to be considered a Nazarene Chaplain you **must be registered** with the District.

Ecclesiastical Endorsement

An application for Ecclesiastical Endorsement can only be made by an **Ordained Minister** in the Church of the Nazarene who is either active in or actively pursuing Chaplaincy ministry. Ordination is a prerequisite for Endorsement.

Endorsed Chaplains:

1. The Ordained minister contacts the District Office regarding the application for Endorsement. The District Chaplain Director (DCD) or member of his/her team will contact the candidate to discuss the process.
2. The Application for Ecclesiastical Endorsement is available online through the District Webpage.
3. Upon receipt of a completed application, the DCD will contact the candidate to schedule an interview by a panel of peers consisting of Endorsed District Chaplains and other ordained ministers.
4. Following a successful interview and approval for Endorsement, a ceremony of recognition for Ecclesiastical Endorsement will be scheduled at the candidate’s local church. A certificate of Endorsement will be presented at that time.
5. The full time employed Endorsed Chaplain will provide an annual Chaplaincy ministry report to the DCD with the expectation that forty contact hours of education for ministry training will be completed annually.