

**Louisiana Conference
Board of Ordained Ministry
Division of Local Pastors and Associate Members**

Guidelines for Clergy Mentors

1. Connect once a month (at least by phone but face-to-face once a quarter) to discuss the call of the Local Pastor in ministry, to see how the local pastor is living out that call in their current appointment. Discuss the local pastor's growing edges in ministry (strengths and future areas of growth). Discuss the local pastor's ministry plan to offer encouragement and suggestions.
2. Encourage spiritual and life disciplines. Looking at a holistic approach to ministry (physical, mental-emotional, social, spiritual, and fiscal). The mentor would ask the questions of how are you doing physically (personal health-healthy eating habits, exercise, annual physical), mentally (books, reading, continuing education, just for fun stuff), emotionally (how are you maintaining balance in life and taking care of yourself), 6for yourself spiritually) and fiscally (how are you doing in managing your finances)?
3. Encourage the local pastor to connect with people within the conference. The mentor would monitor/hold accountable, the growth of relationships within the conference so the local pastor does not feel isolated. Do they have a "covenant group/support group" of other persons in ministry to meet with on a consistent basis for nurture and support?
4. Pray for the clergy you are mentoring.
5. Discuss Course of Study work with the clergy and consult on matters of pastoral responsibility. Offer feedback about coursework, read and sign off on any required Course of Study paperwork.
6. The clergy mentor is to send a progress letter* 1 time a year (by September 1st) letting the District Superintendent and the Division of Local Pastors and Associate Members within the Louisiana Conference know how the mentoring relationship is progressing.
7. For those serving as Other Fellowship (OF), encourage and support the completion of United Methodist History, Doctrine, and Polity studies (via correspondence or at Mt. Sequoyah) within the first two years of being appointed to a United Methodist congregation. Continue in ongoing conversation regarding Wesleyan theology, sacramental theology and administration, doctrine and polity of the UMC, and history of the UMC.

**Guidelines adopted by the Division of Local Pastors and Associate Members on September 11, 2007
Guidelines approved as revised by the Conference Board of Ordained Ministry on March 17, 2014
and on February 3, 2020**

The clergy mentor is expected to: maintain confidentiality of the meeting, honor time requirements and commitments, attend initial and subsequent training sessions, and submit the clergy mentor's progress letter to the District Superintendent and CBOM registrar on time.

*The annual progress letter should include: name of the local pastor, frequency of meetings and themes of your meetings and is to be descriptive and non-evaluative in nature. The progress letter is used to verify participation in the mentoring process. The local pastor should sign the progress letter along with the clergy mentor before sending it to their District Superintendent to be placed in the DCOM file and a copy to the CBOM registrar, Rev. John Edd Harper, 527 North Boulevard, Baton Rouge, Louisiana 70802, by September 1st, to be included in the local pastor's personnel file. The local pastor is responsible for making sure the clergy mentor's progress letter has been submitted.