

**Louisiana Conference
Board of Ordained Ministry
Division of Deacons and Diaconal Ministers**

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 Deacon in ministry, to see how the provisional member is living out that call in their service appointment. Discuss the provisional member's growing edges in ministry (strengths and future areas of growth). Discuss the provisional's ministry goals 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), socially (who are you developing relationships with), spiritually (how is it with your soul, what are you doing for yourself spiritually) and fiscally (how are you doing in managing your finances)?
3. Encourage the provisional member to connect with people within the conference. The mentor would monitor/hold accountable, the growth of relationships within the conference so the provisional member 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. Learn about the Residency in Ministry (RIM) program and materials used for RIM.
6. The clergy mentor is to send a progress letter* 1 time a year (by September 1st) letting the Division of Deacons and Diaconal Ministers within the Louisiana Conference and the District Superintendent know how the mentoring relationship is progressing.

**Guidelines adopted by the Division of Deacons and Diaconal Ministers on November 28, 2005
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 provisional member, frequency of meetings and themes of your meetings. The progress letter is used to verify participation in the mentoring process and is to be descriptive and non-evaluative in nature. The provisional member should sign the progress letter along with the clergy mentor before sending it to, their District Superintendent and the CBOM registrar, Rev. John Edd Harper, 527 North Boulevard, Baton Rouge, Louisiana 70802 to be included in the provisional member's file. The provisional member is responsible for making sure the clergy mentor's progress letter has been submitted.