

## **Pulpit Supply Guidelines**

1. Pastor will provide a list of Sundays off including any vacations dates.

Ordinarily this will come 6 months in advance.

2. The church's Office administrator will take care of contacting and arranging Pulpit Supply

3. Pastors/Exhorters are to be selected from the list preapproved by Council. If others are to be added to the list they must be approved by the Council.

4. Council requires a short biography from the new Pastors/Exhorters in order for them to be discussed and brought forward for approval. If approved, this biography will also be used to introduce them to the congregation when they are on the pulpit supply.

5. Those individuals licensed to exhort by Classis Toronto, and ministers who are ordained by the CRC and in good standing may be considered for approval by Council.

6. The list may be amended at any time by Council with a 75% majority approval.

7. New names for pastors/exhorters may be brought forward by any Council member.

8. Other candidates i.e. members of our own congregation or other qualified people, may be considered by Council on a case-by-case basis.

9. All references to 'Council' above are understood to mean the Full Council, including Pastoral Elders, Council Executive, and Deacons.

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