

Appendix E

Sample Instructions for Nominations

Sample Lutheran Church and School **Associate/Assistant Pastor Candidate Nomination Instructions**

If there is a potential candidate you know that fits the associate/assistant pastor profile as provided by the call committee and whom you would like to nominate for consideration, please follow the instructions below.

PLEASE NOTE: Nominations may be submitted by communicant members of [Sample Lutheran] 18 years of age or older.

1. Complete the attached form, write legibly and provide as much information as possible.
2. Submit the form by depositing it into the box marked “Nomination Forms” in the narthex/lobby of the sanctuary. You can also mail or drop off your completed form to the church office at the attention of the call committee. Mail to:

Sample Lutheran Church and School ATTN: Call Committee
123 Main St.
Anytown, USA 12345

The deadline to submit nominations is (time) on (date). No nominations will be accepted after this date.

Thank you for your prayers and participation in the call process!