

## Directions to Schedule the Vocational Discernment and Assessment

To schedule and complete the Vocational Discernment and Assessment process, please follow the directions below. There are two locations you may choose from. Please call the CCIW Regional Office at 309-828-6293 with questions.

**IMPORTANT: PLEASE be sure to release a copy of your report to:**

CCIW Regional Office, c/o Rev. Dr. Teresa Dulyea-Parker, 401 W. Jefferson St., Bloomington, IL 61701

### Midwest Ministry Development Services (MMDS) near Chicago, IL

[www.midwestministry.org](http://www.midwestministry.org)

**Contact:** 1840 Westchester Blvd

**Suite 204**

Westchester, IL 60154

Phone: 708-343-6268

Fax: 708-343-9509

**Scheduling Instructions:** State you are with CCIW. Ask for the brief assessment.

**Payment Instructions:** Do not pay at the time of service. CCIW will be billed for the full amount.

Candidates and congregations will be billed by the Region.

**Candidate Responsibility:** \$360.00

**Congregation Responsibility:** \$360.00

This “brief assessment” is a one-day process with some significant pre-appointment work. You will complete 3 assessments, fill out a ministry profiling questionnaire and write a short auto-biography prior to your testing session. During the session, you will meet with a counselor and psychologist, take additional psychological assessments and go over the results of all testing and materials. Make your appointment at least 6 weeks in advance. Be sure to follow all deadlines set forth by the agency.

### Care and Counseling in St. Louis, MO

**Contacts:** Beth Vaccaro at 314-878-4340 ext. 2110 or Marilyn Kuhn at 314-878-4340 ext. 2103

**Scheduling Instructions:** State you are with CCIW.

**Payment Instructions:** Candidate is responsible for payment of their portion AND congregation portion at time of service. Please bring a check for \$420.00 to your appointment. The Region will be billed for the remainder.

**Candidate Responsibility:** \$330.00

**Congregation Responsibility:** \$90.00

This testing takes the place over 2-3 sessions. You will complete a Personal Data Inventory and obtain 3 personal recommendations prior to scheduling your testing session. After the testing session, you will meet with the counselor for an interview. The counselor writes a report and you will have one final interview to discuss test results and the report. For those living in distant cities, you may arrange to cut down the number of sessions, barring any circumstances that arise from the tests and interviews.

**\*IMPORTANT!** Your commission will not be granted or renewed until the Region verifies all outstanding fees are paid in full. Please be sure to follow payment instructions.