

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 61701-3826

Midwest Ministry Development Services (MMDS) near Chicago, IL 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 will be billed by the Region for 2/3 of the cost. It is the candidate's responsibility to provide the Congregation with an invoice for their portion of the cost.

Candidate Responsibility: \$392.00

Congregational Responsibility: \$392.00

The **"brief assessment"** is a one-day process with some significant pre-appointment work. You will complete three (3) assessments, fill out a ministry profiling questionnaire and write a short auto-biography prior 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 six (6) weeks in advance. Be sure to follow all deadlines set forth by the agency.

Care and Counseling in St. Louis, MO

Contact: Jennifer Pitcher, (314)336-1092: jpitcher@careandcounseling.org

Scheduling Instructions: State you are with CCIW

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

Candidates will receive an invoice from the Region for 2/3 of the cost. It is the candidate's responsibility to provide the Congregation with an invoice for their portion of the cost.

Candidate Responsibility: \$300.00

Congregational Responsibility: \$300.00

The **testing** takes place over 2-3 sessions. You will complete a Personal Data Inventory and obtain three (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 – You will receive an invoice from the CCIW Regional Office. Payment is to be sent to: CCIW, 401 W Jefferson St., Bloomington, IL 61701-3826.

Your commission will not be granted or renewed until the Region receives full payment of the fees.