



# The Episcopal Diocese of Chicago Nomination for Postulancy

Revised July, 2025

## Faith Community's Nomination for Ordained Ministry-Diaconate

Name of Nominee

Sponsoring Faith Community

Thank you for taking time to listen deeply for the Holy Spirit's call to use the gifts of the baptized for ordained ministry. The canons of the Episcopal Church state that a confirmed adult in good standing may be nominated for ordination to the Diaconate by the person's congregation or faith community. You may nominate an individual after your local community of faith's discernment team has met and expressed hearing a call to ordination.

Please tell us how you plan to contribute financially to the preparation of the Nominee:

Please tell us how you plan to involve yourself in the Nominee's preparation for ordination:

Please attach a letter — **if the nominating community of faith is a congregation, the letter shall bear the signatures of two-thirds of the Vestry or comparable body, and the Member of the Clergy or leader exercising oversight** — addressed to the Bishop describing the reasons for nominating this person, how they have demonstrated their baptismal ministries in the world, the personal gifts of the person you're nominating and how they have been expressed. What new baptismal ministries does the group envision for this person as an *ordained* leader? Why are you, the vestry or bishop's committee on behalf of the community of faith, nominating this person for ordained ministry? Please note that we don't ordain into a vacuum, but rather into the service of a community.



# The Episcopal Diocese of Chicago

## Nomination for Postulancy

Revised July, 2025

### **Nominee's Acceptance of Faith Community's Nomination for Ordained Ministry**

Welcome to the beginning of your journey of discerning *ordained* leadership potential for the Episcopal Diocese of Chicago. We are looking forward to meeting you and getting to know you better. To begin the process, you must first accept your faith community's nomination to become a postulant. A postulant is someone who is making a request for admittance into the ordination process. Postulancy is a period of *public* discernment. The Bishop has the sole discretion to grant postulancy to an individual after the individual has demonstrated their baptismal ministry gifts and their readiness for the process of ordination.

To accept the nomination please attach a brief letter to the Bishop to introduce yourself and include the following:

- A statement of acceptance of nomination
- Full name and date of birth
- The length of time you have been a resident in the Diocese of Chicago
- Whether you have previously applied for Postulancy in any Diocese or denomination

Please include the following documents with your application:

- Completed Information Form
- Evidence of Baptism and Confirmation
- Copies of your official school transcripts along with the level of education you have attained and the degrees you have earned and areas of specialization
- Report of your faith community's discernment committee. The report should be 3 to 5 pages in length and must include a description of the discernment process (number of meetings, format, length of time) and a statement of recommendation to be considered for Postulancy. Committees should share a nominee's growing edges as well as strengths for ministry.
- A copy of your current resume
- Three letters of reference, two of which must be from outside the community of faith community and at least one person who is outside your faith community
- A copy of the certificates of completion for Keeping God's People Safe training and Anti-Racism training
- Completion of Nominee's Self Introductory Essays



# The Episcopal Diocese of Chicago Nomination for Postulancy

Revised July, 2025

## Nominee's Information

Application Date:	
Full Name:	Sponsoring Faith Community:
Address:	
Phones & Email:	
Date of Birth:	Place of Birth:
Marital Status: <input type="radio"/> Single <input type="radio"/> Married <input type="radio"/> Partnered <input type="radio"/> Widowed <input type="radio"/> Separated <input type="radio"/> Divorced* <input type="radio"/> Re-married after divorce*	
<i>*Evidence of your marital status must be enclosed with this application.</i>	
Name of Spouse/Partner:	Date of Marriage/Union:
Spouse's Occupation:	
Names and ages of any children:	
Date of Baptism:	Place of Baptism:
Date of Confirmation:	By whom:
<i>OR</i>	
Date of Reception:	By whom:
Your present occupation, address, and length of time employed:	
Other languages spoken besides English:	



# The Episcopal Diocese of Chicago Nomination for Postulancy

Revised July, 2025

## Nominee's Information Continued

Military Service: list branch, type of discharge and dates served
Level of Education: Please list names and dates of attendance <input type="checkbox"/> High School: _____ <input type="checkbox"/> Undergraduate: _____ <input type="checkbox"/> Graduate: _____ <input type="checkbox"/> Technical/Vocational/Special Education: _____ <input type="checkbox"/> Currently enrolled: _____
How do you plan to pay for a seminary education & provide for yourself and your family during this process?
Have you ever been previously nominated for holy orders by a faith community? If yes, please list the sponsoring faith community, city, and diocese:
Have you ever applied previously for Postulancy (either to the Diaconate or Presbyterate) in the Episcopal Diocese of Chicago or in any other diocese, or been in discernment in any other congregation in our diocese or another diocese? If yes, please list the sponsoring faith community, city, and diocese:
Please check that you have completed the following courses before mailing in these forms: <input type="checkbox"/> Safeguarding Training (online) Date: <input type="checkbox"/> Anti-Racism Training/Location & Date:



### Authorization & Release Information

1. I voluntarily consent to participate in the Nomination Process of the Episcopal Diocese of Chicago, including the background checks and psychological screenings, which are a part of the process. I understand that I will be asked to provide various types of information about myself which may include but not be limited to information about my family, medical history, psychological and psychiatric history, criminal history, sexual behavior and attitudes, drug and alcohol use, relationships, education and employment. I agree that all the information I provide will be true, correct, and complete to the best of my knowledge. I further understand that false or misleading statements made by me or significant omissions of any kind are sufficient cause for the dismissal of my nomination to enter and/or continue in the process.
2. I authorize all mental health professionals involved in the process to disclose to each other, both orally and in writing, all records and information, including opinions, pertaining to the process, including but not limited to my responses to any questionnaires, tests, and interview questions.
3. I authorize the mental health professionals involved with the process to disclose their written reports (containing but not limited to conclusions, opinions, observations, and recommendations for follow up) to the Bishop of Chicago or the Bishop's designee. I authorize the Bishop of Chicago and the Bishop's designee to disclose and discuss these reports with each other as well as with the mental health professionals involved.
4. I understand and agree that ownership of all material related to the background checks and psychological screenings remains with the Episcopal Diocese of Chicago. I understand that I may review this material in the presence of the Bishop of Chicago or the Bishop's designee. Upon my written request, a copy of the narrative report of my psychological screening may be sent directly to my psychologist or psychiatrist.
5. I consent to the use of information that I provide (or that is developed from the process) for research purposes. I understand that if used, the information presented will not identify me personally. Such research will be used to benefit the Church and/or society and will be distributed by (but not limited to) publication and presentation to the scientific or religious communities and/or other audiences.
6. As consideration for having my nomination considered by the Episcopal Diocese of Chicago, I hereby waive, release and discharge the Episcopal Diocese of Chicago and its



# The Episcopal Diocese of Chicago

## Nomination for Postulancy

Revised July, 2025

officers, directors, employees, volunteers, agents and legal representatives, and all personnel and entities involved in conducting the process and their officers, directors, employees, volunteers, agents, heirs, administrators, successors, assigns and legal representatives (“the Released Parties”) from liability of all kinds including but not limited to personal injury, defamation, slander, libel, negligence, invasion of privacy, breach of contract, formation regarding the process, or arising in any other way as a result of the process, except that I do not release the Released Parties for liability for willful or intentional acts or punitive damages.

7. I also agree not to sue or make a claim against the Released Parties for injury, damage, or loss of any kind sustained as a result of my participation in the process, as the use or disclosure of information regarding the process, or relating in any way to the process. I will indemnify and hold harmless the Released Parties from all claims, judgments, and costs, including attorneys’ fees incurred in connection with any such action.
8. I agree that if any portion of this Authorization and Release is found by a court to be unenforceable for any reasons, the remainder of this Authorization and Release shall remain valid and in full force and effect.
9. I have carefully read this Authorization and Release and fully understand its contents. I sign it of my own free will. I understand that I may consult with an attorney of my choice before signing the document. I acknowledged that I have had the opportunity to ask questions concerning the contents of this Authorization and Release and any such questions have been answered to my satisfaction. Nonetheless, in agreeing to sign this Authorization and Release, I have not relied upon any statements or explanations by any of the Released Parties or by any attorney of the Released Parties.

---

Nominee’s Signature

---

Nominee’s Name (typed or printed)

---

Witness’ Signature

---

Witness’ Name (typed or printed)

---

Date of all Signatures



# The Episcopal Diocese of Chicago Nomination for Postulancy

Revised July, 2025

## **Nominee's Self Introductory Essays**

We would like to get to know you! Please introduce yourself to us by writing three essays. (Each essay should be 2-5 pages in length, double spaced, 12 point font.)

1. Please share your spiritual autobiography: tell us about your life's journey and how you have come to this point
2. What are your baptismal ministries, and how have you expressed them in the world? What future ministries do you envision for yourself? Where do they fit in the current realities of the church? \*Please be sure to articulate why you feel called to the priesthood vs. the diaconate or vice versa
3. Why is this time right for you for ordination? Why is this time right for the Church for your ordination?

Thank you! Please email your completed application to the Diocese of Chicago  
Louisa McKellaston, Leadership Development  
Officer: [lmckellaston@episcopalchicago.org](mailto:lmckellaston@episcopalchicago.org)  
Page 7 of 7