

# 2004-2005 Los Angeles District Journal

## III. Ministerial Development

This section explains the process for the educational development of those seeking to serve the church as ministers. It defines the role of the Board of Ministry, which oversees the process on the district level, lists advisers and their advisees and details the process for student enrollment. This section also explains course requirements, modes of study, lay minister development and gives the process for the transfer of ministerial candidates from other denominations. At the end of this section there is a list of resources including contacts and where to enroll for ministerial development. For additional information, contact your Studies adviser or the acting chairman of the Los Angeles District Board of Ministry (DBM).

### A. DISTRICT BOARD OF MINISTRY (DBM)

Chairman, ex officio, Jerry Ferguson, LA District Office, 225 E. Santa

Clara St., Ste. 300, Arcadia, CA 91006-7234

([jferguson@ladistnaz.org](mailto:jferguson@ladistnaz.org); fax: 626-446-7300; 626-446-7300)

Acting Chairman, Studies Chairman, Charles W. Smith (2007), 10650 Reseda

Blvd., Northridge, CA 91326-3131 ([chucks717@aol.com](mailto:chucks717@aol.com); fax: 818-368-

3075; cell: 818-489-8995; 818-368-0700)

Credentials and Studies Secretary, Patricia R. Litten (2006), 308 D St.,

Fillmore, CA 93015 ([boardofministry@earthlink.net](mailto:boardofministry@earthlink.net),

[prlitten@earthlink.net](mailto:prlitten@earthlink.net);

fax: 805-524-2555; 805-524-2543)

Registrar, Rev. Josue A. Tiguila, Sr. (2005), 1639 N Avenue 45, Los

Angeles, CA 90041-3255 ([jtiguilasr@msn.com](mailto:jtiguilasr@msn.com); home/fax: 323-344-1206;

cell: 323-350-2734)

*Advisers*

Fred W. Bates IV (2008), 3700 E. Sierra Madre Blvd., Pasadena, CA 91107

([fbates@paznaz.org](mailto:fbates@paznaz.org); 626-351-9631)

Charles E. Crosby (2005), 44339 N. Beech Ave., Lancaster, CA 93534-4303

([delane@newlifenz.org](mailto:delane@newlifenz.org); 661-542-4624)

Paul S. Doctorian (2005), 2106 Glen Springs Rd., Pasadena, CA 91107-1014

([pdoctorian@aol.com](mailto:pdoctorian@aol.com); 626-798-1382)

Rick Eastman (2007), 3396 Johnson Ave., San Luis Obispo, CA 93401-6011

([rick@slonaz.org](mailto:rick@slonaz.org); 805-543-3192)

Peter N. Lundell (2005), 20801 La Puente, Walnut, CA 91789-2096

([pnlundell@aol.com](mailto:pnlundell@aol.com); 909-598-7731)

M. Teresa Martinez (2008), 2713 Walnut Grove Ave., Rosemead, CA 91770-3262

([rosemeadspanish@sbcglobal.net](mailto:rosemeadspanish@sbcglobal.net); 626-307-2647)

Susan P. Morzov (2007), 645 N. Grand Ave., Glendora, CA 91741-1984

([smorzov1@juno.com](mailto:smorzov1@juno.com); 626-963-7637)

Philip E. Reed (2008), 300 W. Colorado Blvd., Monrovia, CA 91016

([monrovianazarene@hotmail.com](mailto:monrovianazarene@hotmail.com) 626-358-7585; fax: 626-358-2106)

Jorge A. Sanchez (2005), 14143 Calais St., Baldwin Park, CA 91706-1521

([shorty1310@netzero.net](mailto:shorty1310@netzero.net); 626-814-8943)

Rick L. Savage (2007), 1480 E. Washington Blvd., Pasadena, CA 91104-2654

([PastorRickLSavage@hotmail.com](mailto:PastorRickLSavage@hotmail.com); 626-797-1129)

Walter H. Seetal (2006), 9 W. Mendocino St., Altadena, CA 91001-5041

([Wseetal@urm.com](mailto:Wseetal@urm.com); 626-794-6546)

Ronald E. Schmidt (2004), 1480 Santa Ysabel, Los Osos, CA 93402

(office@elmorro.org; 805-528-0391)

Monique St. Aimee (2008), 10936 S. Normandie Ave., Los Angeles, CA 90044

([Delnaps@aol.com](mailto:Delnaps@aol.com); 323-754-4933; 323-755-6423)

Eleazar Torres (2007), 119 N. Curtis Ave., Alhambra, CA 91801-2112

([eltorres@juno.com](mailto:eltorres@juno.com); 626-284-8481)

Harrie P. Trotman (2006), 1286 W 36th St Apt 1, Los Angeles, CA 90007-3937

([harriephil@netscape.net](mailto:harriephil@netscape.net); 323-730-8817)

## B. ADVISERS AND THEIR ADVISEES

Home church or church being served as pastor in parentheses

Status in 2004

Fred W. Bates IV (adviser/Pasadena First)

Roberto Cho (Walnut) 2

Timothy Olson (Valley Center) 2

Bradley Williamson (Burbank Faith) 3

Julie C. Best (adviser/Pasadena First)

Janet Bova (North Hollywood) G

Jacquelyn (Jamie) Campbell (Temple City) 2

Gwenn Y. Pettitt (Pasadena First/Republic of Korea) G

Jacquelyn S. Swinney (Glendora Community) G

Charles E. Crosby (adviser/Lancaster New Life)

Vernon Alford (Lake LA Mountainview) 2

Kenneth Longson (Newhall) G

Gabriel Martin (Lancaster Valley View) 2

Gustavo Carreno Jr. (Mojave)	3
Paul Doctorian (adviser/Pasadena Armenian)	
Willard L. Douglass (Northridge New Life)	4
Richard N. Hume Jr. (Los Angeles First English)	4
Gerald (Rick) Rodriguez (Pasadena First)	G
Rick Eastman (adviser/San Luis Obispo)	
Marlene Espitia (El Morro)	1
Michael P. Osborne (Paso Robles Golden Hills Community)	4
Robert (R.J.) Strickland (Camarillo)	4
Peter Lundell (adviser/Walnut)	
Jin Mann Joo (Los Angeles First Korean)	4
Criss Kyung Lae Kim (Los Angeles First Korean)	2
Samuel Suntai Kim (Walnut Blessing)	G
Esther Byung Kwak (Walnut Blessing)	G
Daniel Duck Hee Lee (Los Angeles First Korean)	3
Maria Teresa Martinez (adviser/Rosemead Spanish)	
Rosa Maria Diaz (Baldwin Park Spanish)	3
Lina Hernandez Fajardo (Los Angeles First Spanish)	3
Ana Solis (Tujunga Spanish)	G
Concepcion (Connie) Torres (Duarte Spanish)	1
Susan P. Morzov (adviser/Glendora Community)	

Shirley V. Gillette (Pasadena First)	2
Grace Sungun Kim (Walnut Blessing)	4
Carol Taylor (Newhall)	4
Kathleen J. Wilder (Pasadena First)	G
Philip E. Reed (adviser/Monrovia)	
Paul Ekmekjian (Pasadena Armenian)	G
Scott Priest (Pasadena First)	2
Nathan Slaymaker (Temple City)	3
Jorge A. Sanchez (adviser/Baldwin Park Spanish)	
Jose M. Alfaro (Los Angeles Highland Park)	3
Felipe Beltran (Los Angeles Elysian Park)	4
Sergio Avila Tranco (Azusa Spanish)	4
Rick L. Savage (adviser/Pasadena Bresee)	
Anthony Bova (North Hollywood)	G
Robert E. Hickman (Los Angeles Exposition Park)	G
John Lee (Walnut)	3
Matthew Schilz (Pasadena First)	2
Ronald E. Schmidt (adviser/El Morro)	
Cathy Heitzenrater (San Luis Obispo)	1
Craig Heitzenrater (San Luis Obispo)	1
Joshua Loesche (San Luis Obispo)	G
Douglas Smee (San Luis Obispo)	1

Walter Seetal (adviser/Pasadena First)

Johnnie der Yeghiayan (Pasadena Armenian/PLNC)	4
John Melkonian (Gendale Armenian)	4
Timothy C. Smith (Northridge New Life/NTS)	G

P. Monique St. Aimie (adviser/Los Angeles Grace)

Lisa M. Fox	3
Carol A. Robb (Temple City)	4
Sue Yarberry (Walnut)	1

Eleazar Torres (adviser/Alhambra Spanish)

Juan Carlos (J.C.) Aguilar (Baldwin Park Spanish)	2
William Alberto Genie (Baldwin Park Spanish)	2
Ruben Mora (Azusa Spanish)	1
Josue Santin (Northridge New Life)	2

Harrie P. Trotman (adviser/Los Angeles Exposition Park)

Anthony Bova (North Hollywood)	G
Patrick Reynolds (Los Angeles Grace)	1
Manuelito Salva Cruz (New Hope Church of the Hills)	4
Scott P. Savage (Los Angeles Eagle Rock)	G

### **Purpose**

The District Board of Ministry (DBM) is composed of the total number necessary to serve on both the District Ministerial Credentials Board and

the District Ministerial Studies Board (*Manual* 203.14, 203.15, 203.16), one of whom shall be the district superintendent. Its purpose is to aid and guide all candidates on its district in preparation for the various forms of ministry. The board's responsibility extends to licensees who are enrolled in colleges as well as those enrolled in district study courses. In addition, this board is charged with the task of fostering continuing education on the district for ordained ministers. The manner of election and organization is detailed in the *Manual* 226-227.2 and 229-230.1.

A summary of the duties of the District Board of Ministry (DBM) is found in *Manual* 228 and 230.2-31.4.

### **C. INSTRUCTIONS TO STUDENTS**

#### **Eligibility**

The DBM serves in giving direction for the further education of those persons preparing for ordination as elder or deacon, or in some form of lay ministry. Persons should be properly enrolled in order to follow the educational process. For enrollment procedures, contact the DBM Secretary, Rev. Patricia Litten, 308 D St., Fillmore, CA 93015 ([boardofministry@earthlink.net](mailto:boardofministry@earthlink.net), 805-524-2543).

All pastors should inform themselves of the presently accepted method for licensing local ministers. Instructions, suggested guidelines, and forms to be used by the local church are available on the DBM website, [www.lanaz.org/boardofministry](http://www.lanaz.org/boardofministry).

In order for a local pastor to enroll a local minister in the course of study (COS), a letter should be sent to the Secretary of the Los

Angeles DBM, Rev. Patricia Litten, 308 D St., Fillmore, CA 93015 ([boardofministry@earthlink.net](mailto:boardofministry@earthlink.net), 805-524-2543), requesting enrollment. Give the name, address, phone number and email address of the person being enrolled and whether studying for ordination as an Elder or Deacon. Enrollment is subject to the approval of the DBM and the district superintendent.

Transferees from other districts must request the secretary of the appropriate board of their former district to forward their records to the Secretary of the Los Angeles DBM.

Transcripts of previous College level work must be submitted for evaluation upon enrollment to the Studies Secretary of the Los Angeles DBM.

Students who fail to make contact or complete any work over a period of two years will be dropped from enrollment with the DBM.

Students are required to purchase *Sourcebook for Ministerial Development* (Nazarene Publishing House GMU-2000) and to keep current on requirements in the course of study.

### **Annual Interview**

The DBM meets in the winter and spring of each year to interview new applicants for district ministers license, renewal applicants for district ministers license, those applying for ordination as elder or deacon and those applying for recognition from another denomination. In 2005, the interview dates will be January 11, 2005 (interviewing possible candidates for ordination and new applicants), February 1, 2005 (interviewing renewal candidates and new applicants). Both of these interview meetings will be held at the Los Angeles District Office, 225 E. Santa Clara St., Ste. 300,

Arcadia, CA 91006. Appointments are set on a first come basis and must be made by contacting the acting chairman of the DBM, Dr. Chuck Smith, 10650 Reseda Blvd., Northridge, CA 91326 (chucks717@aol.com; fax: 818-368-3075; cell 818-489-8995; 818-368-0700).

All new applicants and renewal applicants who have not graduated from the course of study (COS) must submit transcripts to the Secretary of the DBM for evaluation, prior to their interview appointment, to verify that two courses have been completed during the assembly year. Transcripts for coursework in progress at the time of the interview, or for which the student is enrolled, should be sent to the Secretary of the DBM no later than one month prior to District Assembly each year in order to receive consideration in that assembly year.

#### **D. COURSE REQUIREMENTS**

The courses needed for ordination differ according to the mode of education taken by the candidate (see below).

Candidates for district license must have completed the course on the *History and Polity of the Church of the Nazarene*, a minimum of six (6) college level or ministry courses (including prior college work) and have held a local license for a minimum of one (1) year to receive a first time district license. A minimum of two courses must be completed in each subsequent year (and verified by transcripts) to qualify for renewal of district license.

The course of study must be completed within 10 years of the granting of the first district license, or the student will be dropped from enrollment with the DBM. Exceptions to this must be recommended to the district assembly by the District Board of Ministry, including a specific

time limit, and subject to the approval of the general superintendent in jurisdiction. (*Manual* 427.4)

#### **E. MODES OF STUDY**

The recommended mode of preparation for ordination in the Church of the Nazarene is by attending a Nazarene liberal arts college/university, the Nazarene Theological Seminary, or the Nazarene Bible College.

Students in the course of study through the district must utilize the Los Angeles district training centers (affiliated with the Nazarene Bible College Alliance for Ministry Development) to complete their course requirements. The four district training centers on the Los Angeles District include: Centro Nazareno de Estudios Ministeriales (CNEM), Emmanuel Bible College, Grace Bible College, Los Angeles District Ministerial Development Centers.

#### **College/University and Seminary Students**

College and seminary students are reminded to plan their curriculum in harmony with the *Sourcebook for Ministerial Development* (SMD). SMD requirements will not be waived by the DBM, which makes the final evaluation on graduation from the course of study.

College/university and seminary students applying for district license must (1) be enrolled with the DBM; (2) furnish transcripts of completed studies to the DBM for evaluation. Students are eligible for district license upon completion of the course on the *History and Polity of the Church of the Nazarene* and one-fourth of a Nazarene college/university ministerial program or one third of the Nazarene Bible College course requirements. For renewal of license, a minimum of two

courses in each assembly year must be completed and verified by transcripts.

Students in non-Nazarene institutions must submit transcripts annually to the DBM for evaluation. All transcripts should be sent to the Secretary of the DBM prior to **March 15** of each year in order to receive consideration in that assembly year.

#### **Nazarene Bible College and NBC Online Study**

Nazarene Bible College, Colorado Springs, CO offers courses on campus and on-line. Register and enroll by contacting N.B.C. at 1111 Academy Park Loop, Colorado Springs, CO 80910, ([www.nbc.edu](http://www.nbc.edu); 800-873-3873). Completion of the course requirements for NBC and NBC online meets all course requirements for ordination.

#### **Directed Studies Program**

Effective June 1, 2004, the Directed Studies (DS) program is no longer an approved method of study on the Los Angeles District. All DS courses successfully completed prior to that time, on Los Angeles District or another district, will be credited to the student's COS record. No work completed after that date (or after transferring to the Los Angeles District, whichever date is later) will meet the requirements of the COS.

#### **Nazarene District Training Centers (DTC)**

The Alliance for Ministry Development is composed of participating District Training Centers (DTC) and Nazarene Bible College who work together to advance their shared and respective purposes. The primary purpose of the Alliance is to provide training to persons who sense a call to Christian ministry especially within the Church of the Nazarene. Under

the support of Nazarene Bible College the Alliance Centers offer a twenty-four (24) course curriculum that meet all requirements for ordination as elder (accommodations are made for Deacons). Course work completed through an Alliance center may be submitted to Nazarene Bible College through a portfolio process. After review, college credit can be given for a fee assigned by NBC.

The Alliance centers for the Los Angeles District are:

Centro Nazareno de Estudios Ministeriales (CNEM)

Emmanuel Bible College

Grace Bible College

Los Angeles District Ministerial Development Centers

Students working toward ordination must be enrolled with the DBM in addition to the Alliance centers (DTC). Application forms may be obtained through the individual DTC. Upon receipt of application, you will receive further instructions and information of fees, class schedules, etc. Intensive courses (covering thirty-five (35) hours of instruction, held over two Friday-Saturday weekends) are available through the Los Angeles District Ministerial Development Centers for those living a distance from a DTC. Other directed studies may be available for those in areas where a center is not available. In such cases the student must check with the center they are interested in for course availability, tuition and other fees.

#### **F. LAY MINISTRY DEVELOPMENT**

##### **District Lay Ministers Certificate**

Persons who feel a call to a specialized ministry but not to the ordained ministry may pursue a course of study leading to the District Lay

Ministers Certificate under the supervision of the pastor, board of the local church and the DBM.

Qualifications for District Lay Minister include recommendation from the local pastor and church board and the completion of six courses: *Doctrine of Holiness, History and Polity of the Church of the Nazarene*, one Old Testament course, one New Testament course and two electives. These courses are taken through the Alliance training centers. The courses may be @@@ audited for the certificate but will not be applicable to the course of study for ordination. Upon completion of the six courses, a certificate may be kept up by taking two courses related to the individual's area of service each year. These may be taken through the Alliance Course of Study or CLT. Once these are completed, the certificate may be renewed by recommendation of the local church.

### **Lay Minister**

Persons who feel a call to a specialized ministry but not to the ordained ministry may pursue a course of study leading to the Certificate of Lay Ministry under the supervision of the pastor and board of the local church. The Manual suggests, but does not require, that such course of study begin with Level I of the ministerial course of study administered by the DBM. All interested in Lay Ministry are encouraged to take full advantage of courses offered by the Alliance Training Centers. Auditing of these courses will meet requirements for Lay Ministry.

### **G. MINISTERIAL CANDIDATES TRANSFERRING FROM OTHER DENOMINATIONS**

Ordained ministers transferring from other evangelical denominations must provide the Secretary of the DBM with transcripts of their studies for evaluation by the board. The Secretary will provide a packet outlining

the procedures for fulfilling the requirements for recognition of elder's orders.

#### **H. CONTINUING EDUCATION**

All ministers are expected to be involved in lifelong learning by completing two (2) Continuing Education Units (CEUs) per year. The district board of ministry is charged with the task of fostering continuing education on the district for ordained ministers. Each minister is requested to complete a minimum of 20 contact hours each year [two accredited Continuing Education Units (CEUs)]. Information on continuing education can be found in Manual 231.5, 424.6 and 433.15.

#### **I. RESOURCES**

For information or guidance, go first to your assigned adviser, next, to either the Secretary or Studies Chairman of the Los Angeles DBM.

For information on enrolling in the course of study, contact the Studies Secretary of the DBM: Rev. Patricia R. Litten, 308 D St., Fillmore, CA 93015 ([boardofministry@earthlink.net](mailto:boardofministry@earthlink.net); fax: 805-524-2555; 805-524-2543).

All forms as well as this Ministerial Development Report can be downloaded from the Los Angeles DBM website at <http://www.lanaz.org/boardofministry>. Application forms and information sheets for the Los Angeles DBM (including applications for district license, ordination, recognition, local church recommendation) plus forms, schedules and information sheets for the Los Angeles District Training Centers are available on the website.

For application forms for the District Lay Ministry certificate, contact Studies Chairman of DBM: Dr. Chuck Smith, 10650 Reseda Blvd.,

Northridge, CA 91326 ([chucks717@aol.com](mailto:chucks717@aol.com); 818-368-0700, cell: 818-489-8995).

For textbooks, the *Sourcebook for Ministerial Development*, and free price lists, contact the Nazarene Publishing House, Box 419527, Kansas City, MO 64141, (800-877 0700).

For enrollment in Los Angeles District Ministerial Development Center, contact Registrar, Rev. Josue A. Tiguila, Sr. (2005), 1639 N Avenue 45, Los Angeles, CA 90041-3255 ([jtiguilasr@msn.com](mailto:jtiguilasr@msn.com); home/fax: 323-344-1206; cell: 323-350-2734).

For LA District Ministerial Training Centers, contact Dr. Chuck Smith, director, 10650 Reseda Blvd., Northridge, CA 91326; <http://www.lanaz.org/boardofministry> (email: [chucks717@aol.com](mailto:chucks717@aol.com); cell 818-489-8995; fax: 818-368-3075; 818-368-0700); Rev. Josue A. Tiguila, Sr., registrar, 1639 N Avenue 45, Los Angeles, CA 90041-3255 ([jtiguilasr@msn.com](mailto:jtiguilasr@msn.com); home/fax: 323-344-1206; cell: 323-350-2734)

For Grace Bible College, contact Monique St. Aimie, director, 10936 S. Normandie Ave. Los Angeles, CA 90044 ([p.mstaimie@netzero.net](mailto:p.mstaimie@netzero.net) 323-754-4933; 323-755-6423).

For Centro Nazareno de Estudios Ministeriales (CNEM) (Nazarene Center for Ministerial Studies), 14704 Los Angeles St., Baldwin Park, CA 91706 <http://www.cnem.faithweb.com> contact Moises Champo, director; (email: [cnem@sbcglobal.net](mailto:cnem@sbcglobal.net); fax: 626-337-9885; 626-337-9883); Aurora Rodriguez, secretary, (email: [AuroraRodriguez@aol.com](mailto:AuroraRodriguez@aol.com); 626-337-0953).

For Emmanuel Bible College, 1605 E. Elizabeth St., Pasadena, CA 91104-2721 <http://www.emmanuelbiblecollege.edu> contact Ariel Y. Babikian,

president, ([aybabikian@emmanuelbiblecollege.edu](mailto:aybabikian@emmanuelbiblecollege.edu); fax: 626-398-2424; 626-791-2575).

For all other information, go to the Los Angeles DBM website at <http://www.lanaz.org/boardofministry> or <http://www.northridgenaz.com/boardofministry>.