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| **incumbent/chaplain vocation recommendation form** |  |

Completed forms should be sent to vocation@coventry.anglican.org
or by post to the Vocation Team, Diocese of Coventry, 1 Hill Top, Coventry, CV1 5AB.

Thank you for recommending a candidate to the Mission & Discipleship Team to explore a potential vocation to ordained or Reader ministry. The information you provide will help us to work well with the candidate and will assist the DDO Team and Discernment Advisers in preparing for their meetings. It is not a formal reference, though it is a formal recommendation. Should this candidate proceed to a later stage of the vocation process, we will require a full reference. Once completed, this document should ideally be no more than 3 sides of A4.

**Wherever possible we try to work as transparently as possible. To that end, we encourage you to share this recommendation (and any future references) with the candidate.**

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| **your details** |
|  |  |
| **your name**  |  |
|  |  |
| **your post** |  |
|  |  |
| **email address** |  |
|  |  |  |  |
| **telephone: mobile** |  | **alternative** |  |
|  |  |  |  |
| **what is your relationship with the candidate? How well do you know them?** |  |
|  |  |
| **How long have you known the candidate?** |  |
|  |  |
| **the candidate** |
|  |  |
| **Name of Candidate** |  |
|  |  |
| **Which ministry/ministries is the candidate exploring?** | [ ]  Reader [ ]  Distinctive Deacon [ ]  Priest (Potential Incumbent) [ ]  Priest (Assistant Minister)  |
|  |  |
| 1. What do you notice about the candidate’s faith and spirituality? For example, you may choose to mention prayer life; attendance at church; participation in worship; or participation in mission. (around 200 words is enough)
 |
| Click or tap here to enter text.  |
| 1. What have you noticed in the candidate’s skills, gifts, experience and personality that suggest they may have a call to this ministry? (around 200 words is enough to enable the discernment team to prepare for a first conversation).
 |
| Click or tap here to enter text. |
| 1. What are the areas of growth for this candidate?
 |
| Click or tap here to enter text.  |
| 1. Can you give an example of a time when you have worked with the candidate or seen them at work in the church? Please comment on strengths and weaknesses.
 |
| Click or tap here to enter text.  |
| 1. What preparation for the discernment process has the candidate had? (For example, a conversation with you; a vocations course; initial conversations with the Diocese.) Please also indicate any relevant reading the candidate has done.
 |
| Click or tap here to enter text.  |
| 1. What (if anything) might it be useful for a Discernment Adviser to know before meeting the candidate in order to create an environment which is conducive to conversation and helpful for the candidate?
 |
| Click or tap here to enter text.  |
|  |
| **Date form completed** |  | **Has the candidate seen this recommendation?** | [ ]  Yes [ ]  No |
|  |

If you have any queries about the vocation process, please contact Mark Norris**, Lead Diocesan Vocations Adviser & Diocesan Director of Ordinands** (**DDO**) at mark.norris@coventry.anglican.org or on 024 7652 1303.

The Diocesan Director of Ordinands and authorised Officers of the Mission & Discipleship Team will use the information you provide as part of the process to discern the vocation of the candidate named above to authorised ministry in the Church of England. In accordance with requirements under the UK GDPR and Data Protection Act 2018, we have put in place various processes, procedures and documentation to ensure compliance with GDPR. The CDBF [Privacy Policy](https://coventry.anglican.org/privacy) can be accessed from our website or, alternatively, please contact stephen.davenport@coventry.anglican.org for a hard copy.