

## Melchizedek Priesthood Ordination and Stake Calling Guidelines

South Weber Utah Stake – 11/20/19

	<b>Melchizedek Priesthood Ordination</b>	<b>Stake Callings and Specified Ward Callings</b>
Family & Ward Leaders	<ul style="list-style-type: none"> <li>Ensure that young men and perspective elders are taught about the restoration of the priesthood, oath and covenant of the priesthood, responsibilities of husbands and fathers, duties of an elder, purposes of priesthood quorums and the purposes and performance of priesthood ordinances. (Handbook 1, 16.7.3)</li> </ul>	
Bishop	<ul style="list-style-type: none"> <li>With approval of the stake presidency, interview the member as instructed on the <b>Melchizedek Priesthood Ordination Record</b> (Handbook 1, 16.7.1)</li> <li>Submit recommendation in LCR – Email will auto-send to stake president, stake clerk and stake executive secretary</li> </ul>	<ul style="list-style-type: none"> <li>For <u>counselors in the bishopric, ward clerks, assistant ward clerks, and ward executive secretaries, EQ presidents and EQ counselors</u>, submits recommendation on <b>stake recommendation form</b></li> </ul>
Stake Presidency Member		<ul style="list-style-type: none"> <li>For stake callings, ask stake and ward leaders for recommendations</li> <li>Discuss possible callings with bishops prior to extending calling</li> <li>Prepare stake recommendation form</li> </ul>
Stake Exec Secretary	<ul style="list-style-type: none"> <li>Print MP Ordination Record</li> <li>Ensure stake presidency approval</li> <li>Schedule interview with stake presidency member</li> </ul>	<ul style="list-style-type: none"> <li>Review stake recommendation form</li> <li>Ensure stake presidency <u>and High Council</u> approval</li> <li>Schedule interview with stake presidency member</li> </ul>
Stake Presidency Member	<ul style="list-style-type: none"> <li>Ensure adequate understanding of MP blessings, opportunities and responsibilities</li> <li>Conduct interview as per the Ordination Record</li> <li>Discuss ordination process and instructions (see below)</li> <li>Notify stake executive secretary</li> </ul>	<ul style="list-style-type: none"> <li>Conduct interview and extend calling</li> <li>Notify stake executive secretary, bishop and assigned high councilor</li> </ul>
Stake Exec Secretary	<ul style="list-style-type: none"> <li>Conduct High Council poll</li> <li>Notify bishop and assigned high councilor</li> </ul>	<ul style="list-style-type: none"> <li>Prepare stake calling/release form and distribute to high councilor(s) as appropriate</li> </ul>

	Melchizedek Priesthood Ordination	Stake Callings and Specified Ward Callings
High Councilor	<ul style="list-style-type: none"> <li>If no stake meeting, present in ward sacrament meeting for sustaining vote (“<i>We propose that [name] receive the Melchizedek Priesthood and be ordained an elder [or we propose that (name) be ordained a high priest]. Those in favor may manifest it by the uplifted hand. [Pause briefly for the sustaining vote.] Those opposed, if any, may manifest it. [Pause briefly to allow for a dissenting vote, if any.]</i>”</li> <li>Contact the bishop and candidate to arrange for ordination time and place</li> <li>Prior to the ordination, ensure that the person performing the ordination holds a current temple recommend or signed Recommend to Perform an Ordinance and understands how to perform the ordination (Handbook 2, 20.1.3 &amp; 20.7.1)</li> <li>For Elder ordinations, remind the person to first <u>confer</u> the Melchizedek Priesthood and then <u>ordain</u> to the office of Elder</li> <li>Under direction of the stake president, oversee the ordination</li> <li>Invite holders of the Melchizedek Priesthood, who have been invited, to stand in the circle (Handbook 2, 20.1.2)</li> <li>Stand next to the person performing the ordination to assist as needed</li> <li>Sign and deliver the completed Ordination Record to the stake clerk</li> </ul>	<ul style="list-style-type: none"> <li>Meet with those being released, inform them of their release, and express appreciation for the service.</li> <li>Using stake calling/release form, release and sustain individuals in ward sacrament meeting(s)</li> <li>Contact the bishop and candidate to arrange for setting apart</li> </ul> <p>The <u>stake clerk and elders quorum presidents</u> are set apart by the stake president</p> <p><u>Asst stake clerks, stake exec secretary, high councilors, stake auxiliary presidents, stake auditors (if setting apart needed), counselors in the bishopric, and ward clerks</u>, can be set apart by the stake president or assigned counselor</p> <p><u>Other stake callings, elders quorum counselors, assistant ward clerks and ward executive secretaries</u> can be set apart by the stake president, an assigned counselor <u>or</u> high councilor</p> <ul style="list-style-type: none"> <li>Complete the stake recommendation form and deliver to stake clerk</li> </ul>
Stake Clerk	<ul style="list-style-type: none"> <li>Record the ordination in LCR</li> <li>Print ordination certificate and deliver to member</li> <li>If necessary, arrange for ratification at next stake priesthood meeting</li> </ul>	<ul style="list-style-type: none"> <li>Record the new calling in LCR as appropriate</li> </ul>

### 20.1.2 Worthiness to Participate in an Ordinance or Blessing

Only a Melchizedek Priesthood holder who is worthy to hold a temple recommend may act as voice in confirming a person a member of the Church, conferring the Melchizedek Priesthood, ordaining a person to an office in that priesthood, or setting apart a person to serve in a Church calling.

As guided by the Spirit and the instructions in the next paragraph, bishops and stake presidents have discretion to allow priesthood holders who are not fully temple worthy to perform or participate in some ordinances and blessings. However, presiding officers should not allow such participation if a priesthood holder has unresolved serious sins.

A bishop may allow a father who holds the Melchizedek Priesthood to name and bless his children even if the father is not fully temple worthy. Likewise, a bishop may allow a father who is a priest or Melchizedek Priesthood holder to baptize his children or to ordain his sons to offices in the Aaronic Priesthood. A Melchizedek Priesthood holder in similar circumstances may be allowed to stand in the circle for the confirmation of his children, for the conferral of the Melchizedek Priesthood on his sons, or for the setting apart of his wife or children. However, he may not act as voice.

### **20.1.3 Performing an Ordinance or Blessing in Another Ward**

To act as voice when naming and blessing a child, baptizing or confirming a person, ordaining a person to a priesthood office, or dedicating a grave, a priesthood holder who is outside his own ward should show the presiding officer a current temple recommend or a Recommend to Perform an Ordinance form that is signed by a member of his bishopric.

### **20.7.1 Instructions for Performing an Ordination**

When the necessary interviews and approvals are completed:

1. The stake president (or someone under his direction) may ordain the person to the office of elder, or he may authorize another Melchizedek Priesthood holder to do so. Only Melchizedek Priesthood holders may stand in the circle.
2. The stake president (or someone under his direction) may ordain the person to the office of high priest, or he may authorize another high priest to do so. Only high priests may stand in the circle.
3. The bishop (or someone under his direction) may ordain the person to the office of deacon, teacher, or priest. Only priests and Melchizedek Priesthood holders may act as voice or stand in the circle.

To participate in an ordination, a person must (1) be a priest or Melchizedek Priesthood holder and (2) have equal or higher priesthood authority than is to be given in the ordinance. For instance, an elder should not stand in the circle when a high priest is ordained or when a man is set apart to an office that requires him to be a high priest.

To perform a priesthood ordination, one or more authorized priesthood holders place their hands lightly on the person's head. Then the priesthood holder who performs the ordination:

1. Calls the person by his full name.
2. States the authority by which the ordination is performed (Aaronic or Melchizedek Priesthood).
3. Confers the Aaronic or Melchizedek Priesthood, unless it has already been conferred.
4. Ordains the person to an office in the Aaronic or Melchizedek Priesthood and bestows the rights, powers, and authority of that office. (Priesthood keys are not bestowed in conferring the priesthood or ordaining to one of these offices.)
5. Gives words of blessing as the Spirit directs.
6. Closes in the name of Jesus Christ.

An ordination is an opportunity to give a blessing. Detailed counsel and instruction are normally provided when a person is taught his duties rather than during the ordination.

An ordination should not be expanded into a formal meeting. It is not necessary to have prayers, testimonies, or instruction when someone is ordained.