

## Melchizedek Priesthood Ordinations and Stake Calling Guidelines

South Weber Utah Stake – 6/25/2023

|   | Melchizedek Priesthood Ordinations  | Stake Callings and Specified Ward Callings   |
|---|---|--|
| <b>Family &amp; Bishop and Other Ward Leaders</b> | <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.</li> </ul>   |  |
| <b>Bishop</b>                                     | <ul style="list-style-type: none"> <li>Carefully review the person’s membership record to verify that it does not include an annotation, an ordinance restriction, or a Church membership restriction. (<a href="#">Handbook 38.2.5.1</a>)</li> <li>With approval of the stake presidency, interview the member as instructed on the <a href="#">Melchizedek Priesthood Ordination Record</a> (<a href="#">Handbook 18.10.3</a>)</li> <li>Submit the recommendation in LCR. This will automatically send an email to the stake president, stake clerk and stake executive secretary. <b>Email President Workman if there are any special comments or instructions.</b></li> </ul> | <ul style="list-style-type: none"> <li>To recommend <a href="#">counselors in the bishopric, ward clerks, assistant ward clerks, ward executive secretaries, assistant executive secretaries, EQ presidents, and EQ counselors</a>, <b>email the following information to President Workman and the assigned high councilor:</b> <ul style="list-style-type: none"> <li>Name of person recommended</li> <li>Spouse’s name</li> <li>Proposed calling</li> <li>Person to be released</li> <li>Bishop’s comments including temple recommend status</li> </ul> </li> </ul> |
| <b>Stake Presidency Member</b>                    | <ul style="list-style-type: none"> <li>Ensure stake presidency approval</li> <li>Schedule and conduct interview as per the Ordination Record</li> <li>Ensure worthiness and adequate understanding of MP oath &amp; covenant, blessings, opportunities, and responsibilities</li> <li>Discuss ordination process and instructions (see below)</li> <li>Conduct High Council poll</li> <li>Notify stake presidency, bishop and assigned high councilor</li> </ul>  | <ul style="list-style-type: none"> <li>For stake callings not listed above, stake leaders ask other stake and ward leaders for recommendations</li> <li>Discuss possible callings with bishops prior to extending calling</li> <li>Ensure stake presidency and High Council approval</li> <li>Schedule and conduct an interview to extend calling</li> <li>Notify stake presidency, bishop and assigned high councilor</li> <li>Prepare stake calling/release form and distribute to high councilor(s) for sustaining</li> </ul>                                       |

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| High Councilor | <ul style="list-style-type: none"> <li>If no stake meeting, present the individual in ward sacrament meeting for sustaining vote (“<i>We propose that [full 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 ‘<u>Recommend to Perform an Ordinance</u>’ and understands how to perform the ordination (<u>Handbook 18.10.3</u>)</li> <li>Under direction of the stake president, oversee the ordination</li> <li>Ask holders of the Melchizedek Priesthood, who have been invited, to stand in the circle (<u>Handbook 18.10.1</u>)</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 (<u>Handbook 18.10.2</u>)</li> <li>Stand next to the person performing the ordination to assist as needed</li> <li>After the ordination, text or email Brother Gamble and President Workman. Deliver the Ordination Record to Brother Gamble’s stake box</li> </ul> | <ul style="list-style-type: none"> <li>Meet with those being released, inform them of their release, and thank them for their 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> <li><u>Handbook Section 30</u> provides details about calling and releasing members to serve in the Church. <u>Handbook 30.8, Chart of Callings</u> is also helpful.</li> <li>In the ward, <u>elders quorum presidents</u> are called and set apart by the stake president. <u>Counselors in the bishopric</u> are called and set apart by the stake president or assigned counselor. <u>Ward clerks, assistant ward clerks, executive secretaries, assistant executive secretaries, and counselors in the elders quorum presidency</u>, are called and set apart by the stake president, an assigned counselor <u>or</u> high councilor.</li> <li>Follow the guidelines in <u>Participation in an Ordinance or Blessing</u> (<u>Handbook 18.3</u>)</li> <li>After the setting apart, text or email president Workman and Brother Gamble</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 new stake callings in LCR</li> </ul>   |