## shelby на Appointments

This module is used to manage the information related to ministerial appointments and appointments beyond the local church.

## **Features and Benefits**

- Identify and track information on organizations and charges: number of members, lead church, church number, handicap accessibility, ethnicity, provision of parsonage, etc.
- Identify and track information on the ministers within each district: current appointment, conference relationship, ethnicity, ordination dates, clergy couple, associate, spouse, and number of children.
- Track complete appointment history with salary information, dates, and district.
- Implement the Annual DS Interview process: gather data from field visit on laptop, and import information into secured comments at main office.
- Produce appointee, charge, and organization lists.
- Track CEU credits.

## **Required Modules:**

• GlobaFILE

- Reduce data entry requirements by having one database.
- Maintain accurate information about ministers for credibility in communication.
- Streamline the interview process when meeting pastors on-site.
- Assure confidentiality of appointment and personal records through user security and secured comments.
- Encourage continuing education and certification.
- Enhance annual appointment interview and review process by Bishop's office.



Appointments - [Appointee Information]			×
File Edit Records Reports Utility Help			
	-		. 1
Name Appointee Information		Crite	ria
Zamora, Mr. Thomas (#431)			
<u>1</u> . GlobaFILE <u>2</u> . Appointee II <u>3</u> . Appointments <u>4</u> . Comments <u>5</u> . CEU's <u>6</u> . Memo	$\square_{1}$		
Conference Relationship Conf. Relationship First Appointment 6/1/2004		1)	
Special Appointment Special Appointment Ordained Deacon 8/14/2007		1)	
Ethnicity Hispanic Ordained Elder 11/30/2010			
Present Appointment 8/15/2013			
Clergy Couple? 🔽 Other Denomination? 🔽 Associate?			
Spouse Rebecca # Children 3			
Spouse Repetita * Children 5			
Charge			
<u>O</u> K <u>C</u> ancel			
To add a new record, click New. To make changes, highlight the record and click Open. To delete a record, highlight	the rea	cord and	
To add a new record, click New. To make changes, highlight the record and click Open. To delete a record, highlight click Delete.			
Ready			
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Track and view the assignments of individuals as well as record Continuing Education credits.