

**REPORT to THE BISHOP, CABINET, and BOARD of ORDAINED MINISTRY  
SUSQUEHANNA CONFERENCE  
THE UNITED METHODIST CHURCH**

**APPOINTMENT to an EXTENSION MINISTRY YEAR 2017  
(This form is for the Appointee's Employing Agency)**

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The Susquehanna Conference of the United Methodist Church is currently conducting its annual review of the appointment status of all its pastors. \_\_\_\_\_, who is a member of this conference, is under appointment in the institution/agency of which you are the Administrator/Supervisor.

In accordance with certain legislation of the General Conference of the United Methodist Church and policies of the Susquehanna Conference, we respectfully request your response to the following questions. A renewal of this pastor's appointment to this agency is partly contingent upon the following analysis.

1. **Title/Position and brief description of position held by this person:**
  
2. **What need is there for an ordained person to be in this position?**
  
3. **How effectively is this person performing his/her responsibilities?**
  
4. **With these points in mind, do you request the reappointment of this person to your institution for the 2017 appointment year?**  
Yes \_\_\_\_\_ No \_\_\_\_\_

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Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Position/Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Employing Agency: \_\_\_\_\_

**Please return by February 28, 2017.**

To: **Rev. Gregory C. Myers  
Harrisburg Area Office  
The United Methodist Church  
303 Mulberry Drive, Suite 100  
Mechanicsburg, PA 17050-3141**