



Candidate Assessment Workflow Overview

Application Phase

Timeframe: Typically, 1 Day for candidate to complete. Delays occur (see below)

1. Church Planter Application (Candidate receives email from map@namb.net). Typically takes about an hour to complete.
2. Request 3 References for Lead Church Planter (Provide 3 names and email addresses. References will receive email from map@namb.net. The form will take reference 3 minutes to complete.)
3. Complete Background and Credit Check (email from: Screening@Praesidiuminc.com)
4. Complete Ministry Safe Training (This is free to candidates. Email comes from HRServices@namb.net) Typically takes about 45 minutes to complete.

Delays: There are many reasons that this may be delayed.

- Background Check Follow up
- Credit Check Follow Up
- References may be slow to respond, or email addresses might be wrong.

Pre-Assessment Phase

Once the above is completed candidate will receive an email from map@namb.net with the instructions below (subject: Congratulations! Welcome to the Send Network Pre-Assessment). Please be aware BOTH candidate and spouse will have to login to mypath.mynamb.net and complete their assigned tasks.

Timeframe: Typically, 1 Week for candidate and spouse to complete. These requirements are for both candidate and spouse. Delays Occur (see below)

1. Submit \$60 payment. (This pays for the Prepare and Enrich Marriage assessment that NAMB doesn't own so requires a fee).
2. After the planter pays the fee, the Spouse will receive an email to the address the planter provided in the application with the instructions below for the wife to complete her workflow. She does not have to pay a separate \$60 fee. Email from map@namb.net (subject: Welcome to the Send Network Pre-Assessment).
3. Input Six 360° observers each. Name and email address needed. (6 for husband and 6 for wife).
 - a. It's a big ask to be an observer. Choose people who will be responsive to email to complete 95 questions. Typically takes 30-40 minutes to complete.
 - b. We can close 360s out when the candidate has 5 observations completed and the spouse has 4 observations completed. But 6 observers should be assigned, not just 5 for him and 4 for her.
 - c. We don't close them out unless we are getting close to an assessment. More observations are better.

4. **Prepare and Enrich** (Both husband and wife gets a separate email from customer_service@prepare-enrich.com after \$60 pre-assessment fee is paid)
 - a. Email Subject Line: “PREPARE-ENRICH Customized Couple Login”
 - b. Make sure both planter and spouse locate this email. If cannot find, look in junk or spam folder as filter frequently routes there.
 - c. Typically takes 30 minutes to complete.
5. **Church Planter Assessment or Spouse Assessment.** Typically takes 30 minutes to complete.
6. **DISC Assessment.** Typically takes 30 minutes to complete.
7. **Theological Questionnaire:** *ONLY the candidate* will have to complete a theological questionnaire. The spouse will not have to do this.

Delays: There are many reasons for delays. These are the most common:

- Spouse doesn’t know she has to do something. Candidates and Spouses, please communicate clearly with each other that BOTH of you have tasks to be completed in our systems <http://map.mynamb.net/> and <https://mypath.mynamb.net/>. Both candidate and spouse will use their own (separate) email addresses to login.
- 360 Observers are not completed.
- Either the candidate or the spouse has not completed their half of the Prepare and Enrich assessment or has not yet been graded by the P&E team. (Results typically post next business day after both halves have been submitted)

PPQ – Planter Profile Questionnaire

Once Pre-Assessment is completed your assigned Send Network representative will complete a Planter Profile Questionnaire that connects you and your Sending Church in our systems and identifies assessment location and date. Completion of this step is required to move to the last phase.

Pre-Retreat Phase

Timeframe: Couples can chip away at the assigned tasks and typically take about a week to complete, though it could be done much more quickly.

Both the candidate and the spouse have questionnaires that must be submitted before the registration link can be enabled. There are four questionnaires for the candidate and two for the spouse. *Additionally, the candidate will need to submit a sermon link for a sermon on particular texts.*

1. Candidate Questionnaires: (Typically, it takes 60-90 minutes to complete all 4 questionnaires)

- a. Calling Questionnaire
- b. Emotional & Spiritual Health Questionnaire
- c. Practical Leadership Questionnaire
- d. Missional Strategy Questionnaire

2. Spouse Questionnaires: (Typically, it takes 30 min to complete both questionnaires)

- a. Spouse Calling Questionnaire
- b. Spouse Emotional & Spiritual Health Questionnaire

** See Pre-Retreat Questionnaire Document to work on questions before available in your workflow.*

3. Sermon Link

- Candidate will need to submit a link to a video sermon on one of the following texts.
 - Genesis 22:1-19
 - Exodus 12:1-32
 - Psalm 90
 - Matthew 5:1-12
 - Luke 19:1-10
 - Ephesians 2:1-10
 - James 2:14-26
 - 1 Peter 1:3-12
- Sermon needs to be 35 minutes or less.
- This is preferably in a church preaching setting although a video from a cell phone is also acceptable.
- A candidate may submit an older sermon on these texts so long as it meets the criteria.

Register for Retreat

- Once each of these elements are submitted, your Send Network Representative will request that the registration link be enabled. When link is active the candidate will receive an email from map@namb.net notifying them they can log back in to <http://map.mynamb.net/> and click the “Sign Up and Pay” button to register for the assessment.
- The cost will be \$399. This fee will be refunded to them upon completion of the assessment regardless of outcome.