

**UCC Profile**  
*Committee on Ministry: Preparation*  
St. Louis Association of the Missouri Mid-South Conference  
United Church of Christ

You will receive a unique password from the Missouri Mid-South Conference office [314-962-8740; [mms@mmsucc.org](mailto:mms@mmsucc.org)] soon after being notified by the St Louis Association Committee on Ministry: Preparation (COM:P) that you are an official Member in Discernment (MID).

You can sign in to [uccprofiles.org](http://uccprofiles.org) and begin working on your profile and snapshot at any time. [If you have trouble, please contact [profiles@ucc.org](mailto:profiles@ucc.org); 216-736-3847.]

You will also want to become familiar with how UCC job openings are listed via [oppsearch.ucc.org/web/default.aspx](http://oppsearch.ucc.org/web/default.aspx).

After you complete specific criteria, the COM:P will clear you to circulate your profile six months prior to seminary graduation. [Be aware that your background check--a critical part of the profile--costs about \$150 and expires after 18 months.]

Upon completion of your profile, hit SUBMIT. An email goes to the Missouri Mid-South Conference office--to both the Conference Minister and Associate Conference Minister. One of them will look over the profile and approve it.

This approval triggers “validation” in the UCC Profile System. An email is generated to you--asking if you want to make your profile live for circulation. Once you agree, it goes into circulation immediately.

The profile is then sent simultaneously to all of the Conferences you indicated on the profile as areas of interest for your search and call adventure. *Be sure to mark MMS so the Conference office gets an authorized copy to share with the St. Louis Association COM:P, which must have an official copy of your profile so committee members can read through it as part of the preparation for your Ordination Interview.*

From there, it is up to the individual Conferences as to how they disseminate your profile – some pass it to all search committees right away, some contact the MID for more information, some wait for the MID to express interest in a particular church. Please check with your preferred Conferences ahead of time so you are aware of their process.

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