

Annual Misconduct Prevention Training Requirement

Executive Board, 1/2022, revised 12/2023

Deadline Extended to January 31, 2024

All continuing members must complete sexual misconduct prevention training **annually** to remain in good standing. Members must complete the required courses by ~~Dec. 31*~~ **January 31, 2024**. If the training is not complete by the deadline, you will be out of compliance and will not be allowed to engage in any form of ministry. Please note, Praesidium has revised its content, and it may require more time to complete the required courses.

Retired Clergy not engaging in any form of ministry may opt out. If you opt out, you may not engage in any form of ministry while out of compliance with these policies (this includes weddings, funerals, baptism, preaching, etc.). Please notify our office of your desire to opt out by emailing: lillian@northwestcoast.org.

New members must complete all required courses within 30 days of being received as a member of NWC Presbytery.

Here are the required misconduct prevention courses, followed by instructions.

Required of ALL Teaching Elders and CP/CREs engaged in any form of ministry:

1. Promoting a Safe Environment: Employee Sexual Harassment Training
2. Duty to Report: Mandated Reporter.
3. Preventing Abuse and Exploitation in Pastoral Ministry.

Additionally required of those working with or exposed to children, youth, or vulnerable adults (ordain/non-ordained):

4. Abuse Risk Management
5. Keeping Your Church Safe
6. Preventing Sexual Activity between Adolescents
7. Preventing Sexual Activity between Young Children
8. Social Media Safety

Additionally Required of Pastors Head of Staff (recommended for Church Ministry Leaders)

9. Promoting a Safe Environment: Supervisor Sexual Harassment Training.

To Enroll in the Praesidium Academy:

1. Go to <https://www.praesidiumacademy.com/redeem>
2. Fill in your contact information including First Name, Last Name, Email Address, and desired Password.
3. Enter the following registration code: **reg-ib-425-northwestcoastpresb**
4. Click Validate to confirm registration code.
5. Click the checkbox to agree to the Terms & Conditions.
6. Click Redeem.
7. Write down your user login and password for future reference.

8. Answer the Registration Questions about your status and role within the organization.
9. Click Save & Continue.
10. To begin taking training immediately, scroll down and click a course to start the content.

If you are already enrolled and a returning user:

1. Sign In
2. Click on each required course and complete the training.

The Praesidium Academy keeps a record of courses you have completed, so you do not need to notify us when you have completed them. If you need certificates for other organizations, you will be able to print certificates of completion.

If you have any questions about these new training requirements, please let me know. If you have questions about the Praesidium Academy, please contact the Support Team at support@praesidiuminc.com or 817-801-7773.

Thank you for taking these steps to keep our churches safe and welcoming for all.

Rev. Lillian Pak, Stated Clerk, *for...*

NWCP Executive Board, Rev. Matt Paul & Rev. Becca Niemeyer, Co-Moderators Commission on Ministry, Rev. Elizabeth Shen-O'Connor, Moderator
Rev. Laura Terasaki, Executive Presbyter