

# Wesleyan Ministerial Preparation Supervised Ministry (C51, 52, 53, 55) Information/Registration Packet



## **Supervised Ministry: How does it Work?**

It works like this: the program of supervised ministry consists of one year (twelve months) of ministry in an approved setting under the supervision of a more experienced pastor. The year will be organized in three trimesters, each consisting of four months. Each trimester will have a set of unique requirements, as well as a set of standard expectations that apply to all trimesters. If you complete the entire supervised ministry requirement outside of college or seminary, you must complete the total curriculum as outlined. If you have already completed one or two units of supervised ministry in school before registering for the Supervised Ministry course, you will begin with the curriculum for the corresponding trimester. (For example: If you have completed one term previously, you will begin with the second trimester - C52). Exceptions may be made on a case by case basis by appeal to Education and Clergy Development

The process of becoming equipped for ministry is a very important and demanding one. The task is really three-fold; the development of the heart, the mind, and the hand. A heart for the ministry is developed by the grace of God, by the faith and commitment of the person, and by the nurture of the Church. A mind for the ministry is developed as you and God work together in the process of disciplined study of His Word, His people, and the various subjects which help you do the work of ministry more effectively.

The District Board of Ministerial Development chair and/or the person it has designated as Coordinator of Supervised Ministry will help you in establishing a satisfactory supervised ministry placement, selecting a supervising pastor, overseeing the supervisory relationship between you and your supervisor, and reporting to the Supervised Ministry instructor.

The District Coordinator of Supervised Ministry will receive various reports from you in the course of each trimester. The District Coordinator must complete and submit a final evaluation and recommendation concerning your experience to the Supervised Ministry instructor at the conclusion of the last term of your supervised ministry experience.

For your supervised ministry placement, you will be assigned to a supervising pastor who will be a mentor to you throughout the experience. You will arrange the details of your assignment and spend significant time in supervisory sessions with your field supervisor. The supervisor will be someone with significant experience in ministry who can model for you what it means to be an effective pastor. He or she will also be willing to invest time and energy into your development as a minister. The supervising pastor needs to be an ordained minister and must have the approval of the DBMD to serve as a supervisor.

In addition to your supervising pastor and the District Coordinator of Supervised Ministry, you will submit a number of assignments and reports to the Supervised Ministry instructor. This instructor serves in a manner similar to any other Wesleyan correspondence course instructor. He or she receives and evaluates reports from the supervising pastor. The instructor submits your final grade for each trimester.

Registration for one or more units of supervised ministry requires the completion of this form. You, the supervising pastor, and the District Coordinator of Supervised Ministry (DBMD chair or appointee) must complete the Registration Agreement portion. The Registration Agreement outlines the responsibilities, schedules, and reporting dates for the supervisory period. It is to be submitted to the Education and Clergy Development Division by the District Coordinator of Supervised Ministry. This form also cares for your registration and payment for the course. The material will be sent to you once this form and payment reach our office.

### **Check List**

- 1. Contact the District Board of Ministerial Development chair or their designated Supervised Ministry coordinator to select a supervising pastor from your district.**
- 2. Fill out this form with signatures of the supervising pastor, DBMD chairman or designated supervised ministry coordinator and yourself.**
- 3. Complete the registration form for the class (included in this form)**
- 4. Send this completed form to Education and Clergy Development, P.O. Box 50434, Indianapolis, IN 46250.**
- 5. Receive the Supervised Ministry Handbook and meet with your supervising pastor. Reports should be filed with both the District coordinator of Supervised Ministry (DBMD chair or appointee) and the Education and Clergy Development Supervised Ministry instructor.**
- 6. If you have questions contact Education and Clergy Development at 317-774-3912 fax 317-774-3915, e-mail: [education@wesleyan.org](mailto:education@wesleyan.org)**

**Registration Agreement for C51/C52/C53 (C55)  
SUPERVISED MINISTRY**

To be used for a student intern or student pastor working under a supervising pastor

Student's Name \_\_\_\_\_ District \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Church student will serve \_\_\_\_\_ Phone \_\_\_\_\_

Senior/Supervising Pastor's Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Period to be Covered**

If you have taken no supervised ministry in college or seminary, you must complete twelve months under the DBMD. If only one semester was taken in college or seminary, you must take eight months under the DBMD. If two semesters were completed in college and/or seminary, four months of supervised ministry must be completed under the DBMD. If you have taken at least three semesters in college and/or seminary, you will not be required to take any under the DBMD.

\_\_\_\_\_ 12 months      from                      to  
\_\_\_\_\_ 8 months      from                      to  
\_\_\_\_\_ 4 months      from                      to

**The student agrees:**

1. To work out with the supervising pastor a schedule for observing the pastor in ministry and for the pastor to observe the student in ministry, and to adhere strictly to the schedule. This includes a commitment to spend at least one hour with the supervising pastor in a supervisory session for each week in the supervised ministry placement.
2. To carry out willingly and cooperatively all assignments made by the supervising pastor.
3. To fulfill all of the requirements of the supervised ministry placement as spelled out in the *Supervised Ministry Handbook* provided by the Division of Education and Clergy Development and to file trimester reports with the District Coordinator of Supervised Ministry (DBMD chair or appointee) and the Education and Clergy Development Supervised Ministry instructor.
4. To cooperate with the supervising pastor in filing the final report with the District Coordinator of Supervised Ministry for forwarding to the Education and Clergy Development Supervised Ministry instructor.

**The supervising pastor agrees:**

1. To commit the time necessary to meet regularly with the student, providing for the student to observe the mentor in ministry and for the mentor to observe the student in ministry, and providing for discussion and evaluation. This includes the commitment to spend at least one hour with the student pastor in a supervisory session for each week of the supervised ministry placement.
2. To make sure that the student files reports with the District Coordinator of Supervised Ministry and the Supervised Ministry Instructor at the end of each trimester.

