

SAMPLE

LEARNING CONTRACT

Pastor/Supervisor  
Vicar/Intern

I. PURPOSE

Supervisor

To provide a setting in which the academic, theological aspects of one's professional growth and faith commitment toward ordination can be practiced and evaluated within the context of a nurturing and supportive yet critical environment.

Intern

Internship provides opportunities to identify, develop, and reflect upon the skills and experiences which one may utilize in order to most effectively proclaim the gospel to and with a community.

II. YOUR PROFESSIONAL OBJECTIVES WITH REGARD TO THE INTERNSHIP

Supervisor

- to share the joy of ministry with another
- to experience the frustrations of ministry collegially to continue ministry in a mode of reflection and critical evaluation
- to be exposed to new ideas, styles, theologies, studies
- to develop a sense of wholism among men and women together in ministry
- to assist in the preparation of an outstanding pastor for our church
- to gain new insights, techniques for ministry

Intern

- to develop a teaching methodology/skills
- to become familiar with the day to day demands of parish life (worship planning, administrative details, finances)
- to develop an understanding of the rhythm of the church year and how that rhythm affects the pastor, both professionally and personally, and congregation
- to learn how to plan funeral, wedding, and other special services
- to understand the dynamics of, and participate in, various types of pastoral calls (to shut-ins, the sick, prospective members, etc.)

III. PERSONAL OBJECTIVES WITH REGARD TO THE INTERNSHIP

Supervisor

- to share the joy of ministry
- to experience the life of family in ministry together

Intern

- to explore and develop my personal spiritual/devotional life through prayer, readings, etc.

IV. ROLE UNDERSTANDING (mutual perception)

a. Supervisor: model a pastoral style; educate through discussions with intern about the theological meaning and implications of various pastoral acts; assist in intern's discovery of the demands of parish ministry by sharing professional experiences; support intern's experience in the congregation through affirmation, constructive criticism; act as colleague, mentor, critic, co-learner, friend, and evaluator.

b. Intern: work in partnership with the supervisor to carry out ministry within the congregation, acting as assisting minister, teacher, preacher, etc., recognizing that final authority and responsibility for such ministry lies with the supervisor; act as colleague, critic, co-learner, friend, listening ear, and challenger.

c. Other staff: work in partnership with the supervisor and intern to develop constructive working relationships; educate intern about staff's responsibilities for ministry within the congregation; act as colleagues, supporters, co-ministers, and servants of the gospel.

d. Lay Internship Committee: support intern through affirmation of effective ministry and growth; provide constructive criticism, pointing to areas of potential improvement; act as sounding board for intern's concerns about performance, challenges, conflicts; provide opportunities for relaxed fellowship; reflect upon intern's ministry.

e. Congregational members: support intern by welcoming and affirming intern's presence and ministry within the congregation; provide feedback, either to intern or internship committee, when appropriate; share in the community's journey of faith; learn; teach.

| V. AREAS OF INVOLVEMENT                       | Ranking of priority (mutual) | Anticipated weekly time commitment (hours) |
|---|------------------------------|--|
| 1. <u>Worship/Proclamation</u>                | high                         | 10   |
| 2. <u>Administration</u>                      |                              |  |
| a. <u>Management (Office, Staff, Council)</u> | med                          | 6  |
| b. <u>Program (Organizations, Committees)</u> | med                          | 8  |
| 3. <u>Teaching</u>                            | high                         | 10   |
| 4. <u>Community</u>                           | low                          | 4  |
| 5. <u>Church-at-Large</u>                     | low                          | 4  |

|     |   |      |     |
|-----|---|------|-----|
| 6.  | <u>Counseling/Calling</u>                                 | high | 8   |
| 7.  | <u>Professional Development</u>                           | high | 6   |
| 8.  | <u>Personal Growth/Development</u>                        | med  | 4   |
| 9.  | <u>Personal Maintenance<br/>(Sleep, rest, recreation)</u> | high | 105 |
| 10. | <u>Family - immediate and extended</u>                    | high | 3   |

## SPECIFIC OBJECTIVES

1. act as assisting minister every Sunday; preach at least 24 times during year; preach in at least two other settings (i.e. nursing home, college); participate in planning for Sunday and occasional services; participate in funerals, weddings, baptisms, when possible; develop, plan, execute at least one liturgical activity (i.e. a Lenten series).
2. a. sharpen office skills; work effectively with staff and council and challenge their growth.  
b. gain exposure to all committee life; work on at least one project with one committee (i.e. every member visit with Evangelism committee).
3. teach 8-9th grade Confirmation each week; lead Bible study for weeks intern is preaching; develop, execute at least one new learning opportunity for congregation.
4. participate in Area Ministerial Association (monthly meetings); write at least one column for Fremont Tribune's religion page; lead worship at local nursing homes four times/year; act as on-call chaplain at community hospital once/month.
5. attend synodical events, November theological conference; participate in weekly Lutheran clergy text study group, including occasional leadership; read ELCA publications/documents.
6. develop a pattern of visitation of shut-ins, hospital patients, confirmation students, prospective members, inactive members; counsel, if opportunities are presented; act as 5th Step counsellor.
7. attend synodical and community educational events, as offered; set aside at least 3 hours/week to read commentaries, theology, textbooks, non-traditional theological works, i.e. fiction, poetry; participate in weekly systematic evaluative and reflective discussions with supervisor regarding development.
9. set aside at least 5 minutes/day to read devotional material; attend worship at College on Tuesdays and Wednesdays.

9. discipline self to take a full day off every week; commit to healthy eating patterns, i.e. 3 decent meals a day; walk at least 3 times/week; sleep, on average, at least 6-7 hours/night; find hobby beyond Church, i.e. community chorale.
10. phone parents at least once/week; travel to PA three times during year, if possible.

VI. Our schedule for EVALUATION will be:

- (a) Mid-term and final evaluations for the Seminary: February 15 and July 15, 1994, respectively.
- (b) Our weekly supervisory hour will be held on Wednesdays.