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Accountable Ministry Site (Congregation) Information

Submit as soon as you know this information or before the completion of 2 credit hours, whichever comes first. Send as an e-mail attachment to the Professor of Pastoral Leadership (smonhollen@lextheo.edu)

Directions:

Please click with your cursor in the empty boxes in order to fill out the form. Once you have entered your information, save the file as a word document or PDF document and send the form as an attachment to Steve Monhollen – smonhollen@lextheo.edu

Student Name:

Date:

Congregation Name:

City:

State:

Zip:

Pastor/Minister/Priest/s Name:

Number of Participating Members:

Denomination of Congregation:

Is the congregation in good standing with its denomination? No Yes

Please include your job description below:

If you wish, open the word document where the job description is listed, copy this information and then paste the information into the box below.

Will the congregation be an *affiliate* or *teaching congregation*?

NOTE: *See the following page for a more detailed description of Affiliate/Teaching Congregation*

Affiliate Congregation No Yes

Teaching Congregation No Yes

Congregation Program at Lexington Theological Seminary

All Master of Divinity students are required to work at a Congregation through all three levels of the Master of Divinity program. This part of the M.Div. curriculum is designed to expose students to the basic, various, and complex areas of ministry through direct observation and hands-on practice. It is this exposure and competency rather than perfection of the development of skills that is to occur through these years. Through this experiential work the student learns about the many parts of congregational and ministerial life. This includes worship, administration, education, pastoral care, ministries new to the student, and ministries outside the walls of the congregation building. Reflection upon these experiences occurs in the context of the student's time with his/her Local Mentor and Ministry Support Committee. The congregation program portion of the M. Div. program serves a key role in students' developing sense of God's call to the ordained ministry.

Profile of an Accountable Congregation (Ministry Site):

- A congregation with a minimum of 20 – 30 participating members
- A congregation that is recognized within its denomination
- A congregation in which the student works as a volunteer or a paid employee a minimum of ten (10) hours per week
- A congregation that officially (through Board, Council, Session, Vestry or Elders and Congregation) agrees to be one of the following: a **Teaching Congregation** or an **Affiliated Congregation** (see the distinction between Teaching and Affiliated congregations below)

Expectations of All Congregations:

- Provide a minimum of 10 hours a week of ministry experience
- Provide proper and adequate work space and resources
- Provide the required administrative reports to the Seminary
- Make a formal decision to recognize the relationship between the congregation and the seminary either as a **Teaching Congregation** or as an **Affiliated Congregation**
- Arrange for a *Litany of Commitment* to welcome your student (see Appendix for sample of the Litany)
- Intentionally and explicitly work on transition issues in a situation in which a member of the church is moving into student ministerial leadership

Distinction between a Teaching Congregation and an Affiliated Congregation

A church which chooses to function as a Teaching Congregation agrees to meet the *Expectations of All Congregations* as well as the additional expectations noted below.

A church that has chosen not to become a Teaching Congregation or wants additional time to consider whether to do that is understood to be an Affiliated Congregation with the Seminary. The church agrees to meet the *Expectations of All Congregations* as well as the expectations noted below.

Expectations of A Teaching Congregation

Church agrees to:

- Fulfill the requirements of *Expectations of All Congregations*
- Expose the student to the varied areas of pastoral ministry in the congregation
- Facilitate understanding of congregation and community dynamics
- Expose the student to ministries beyond the congregation (e.g. ecumenical ministry, jail ministry, community organizing, etc.)
- Take responsibility to provide a Ministry Support Committee (see description below)

Expectations of the Pastor of a Teaching Congregation (when the student does not serve as the pastor)

- Work with the student as he/she grows personally, theologically, and as a future ordained minister
- Provide learning and leadership opportunities in the varied aspects of worship and congregational life
- Oversee the breadth of learning experience offered to the student and provide feedback to the student
- Help select a Ministry Support Committee (see description below)

Expectations of an Affiliated Congregation

Church agrees to:

- Fulfill the requirements of *Expectations of All Congregation*
- Consider ways to connect the student to a breadth of ministry experience that undergirds the student's formation and work in the Master of Divinity program
- Honor the student's requirement to recruit a Ministry Support Committee