

**New York School of Ministry**  
**An Ecumenical, Educational Program of the NY Conference of the UCC**

**Supervised Ministry**

Supervised Ministry is an opportunity for students to reflect on the practice of ministry and upon their developing pastoral identities, to set some learning goals and to work to grow in those areas. All students in the Christian Leadership Program, Advanced Christian Leadership Program, and Ministry of Word and Sacrament Program, must complete a specified amount of Supervised Ministry. Each supervisory relationship must last a minimum of six months.

1. There are three kinds of possible arrangements for supervised ministry.

- A person serving a church will carry out ministry in that church, with a supervisor from a nearby church.
- A person not currently serving a church will carry out ministry in the supervisor's church.
- A person will carry out ministry in a non-church setting about which the supervisor has expertise.

2. During supervised ministry, the student will work 6 to 8 hours per week in an agreed-upon ministry setting, and meet with the supervisor at least one hour per month. At the supervisory sessions, the supervisor will lead the enrollee in reflection the practice of ministry, using methods commonly employed in Supervised Ministry/Field Education at seminaries. Two sections of the Marks of Faithful and Effective Ministers of the UCC (“Personal and Professional Formation for Ministry” and “Knowledge and Skills for Ministry”) should be employed throughout the supervised ministry experience: as a resource for discussion and as a tool for assessment. Those who serve as supervisors will be given an honorarium equal to \$30 for each month of supervision. The honorarium will be paid to the supervisor by NYSOM after the final assessments have been received by the Dean.

3. The Supervisor will be chosen by the Dean in consultation with the student.

4. Before beginning the unit of supervised ministry, the student and supervisor will have completed a learning covenant that sets specific goals for the student and strategies for reaching those goals. The learning covenant shall also clearly state the time and place in which supervised ministry will take place, and the ministerial tasks to be performed. Students are encouraged to use the Marks of Faithful and Effective Ministers of the UCC (especially sections: “Personal and Professional Formation for Ministry” and “Knowledge and Skills for Ministry”) for self-assessment, as they choose their learning goals. The learning covenant must be approved by the Dean before the unit of supervision begins.

5. At the close of the unit of supervised ministry, both the supervisor and the student shall write final assessments to be given to the Dean. At the recommendation of either the supervisor or the dean, the student may be required to repeat the Supervision requirement before completing his or her program (additional tuition will be charged to compensate the second supervisor).

6. As enrollees need to be exposed to a variety of models of ministry, mentors may not serve as supervisors. All 12 months of supervised ministry must take place in a setting other than the

student's home church. In cases of hardship, the Dean can make exceptions with the approval of the Curriculum Committee, but even in this case, the student's pastor may not serve as supervisor.

7. Units of supervised ministry may be negotiated, begun, and completed at any time during the student's course of study. However, only supervision given when the student is enrolled in a New York School of Ministry certificate program will count toward completion of his or her program.

### **Supervised Ministry for Students in the Christian Leadership Program**

For students in the Christian Leadership Program, supervised ministry often offers a practical introduction to the work of authorized ministry. Therefore, we expect that baptism, communion, confirmation, weddings and funerals will be topics discussed during the unit of supervised ministry. We also encourage students and supervisors to focus particularly on the following marks (found under Knowledge and Skills Specific to Authorized Ministry):

11. The ability to celebrate the unique features of local faith communities, while encouraging them to be receptive to perspectives from the broader church and world.
12. The ability to appreciate, practice, and pass on traditions of faith while interpreting them in light of the context of a diverse and changing world.
13. The ability to adapt the practices of ministry to the unique social, cultural, environmental and ecclesiastical aspects of particular settings.
14. The ability to discern God's mission in the world and, in response, to lead ministries of compassion, nurture, justice, and proclamation that support fullness of life for all people.

## Learning Covenant Format

Students: Please refer to the Marks of Faithful and Effective Ministers of the UCC (especially sections: “Personal and Professional Formation for Ministry” and “Knowledge and Skills for Ministry”) and do a self-assessment before you draft this Learning Covenant. Remember that the Marks are not tests of ministry but can be useful ways of assessing your gifts, reflecting upon pastoral identity, and considering what learning (knowledge, skills, pastoral/personal growth) is needed now and what learning you’ll want to engage in at a later date. When you’ve begun a rough draft of the Covenant, discuss your learning goals and possible tasks of ministry with your supervisor. When you both agree on the elements of the Covenant, send the revised draft to the Dean of NYSOM by email for further revisions and approval. The final copy of the Learning Covenant should be signed by the student, the supervisor, and the Dean.

The Learning Covenant draft should include the following fields:

Student:

Supervisor:

Setting for Ministry:

Period of Supervision:

Learning goals: Please include at least 3 goals. Goals should not be limited to knowledge and skills sought but should include the development of pastoral identity and personal attitudes/qualities.

Tasks of Ministry: Discuss these with your supervisor. If you are working in his/her church, then those tasks should be expected to take an average of 6-8 hours a week.

The Learning Covenant must include the line:

“Students will meet with supervisor for a minimum of one hour each month of supervision.”

This Covenant is Accepted by:

Student’s signature

Supervisor’s signature

Dean of NYSOM’s signature

### **Supervisor's Final Assessment**

Please look through the Marks of Faithful and Effective Authorized Ministers of the UCC and write a brief assessment (1 to 2 pages) of your student in relation to those marks. Note any areas of concern, then any areas in which you'd judge that more growth is definitely required before authorization, and then particular areas of strength.

### **Student's Final Assessment**

Referring to the Marks of Faithful and Effective Authorized Ministers of the UCC, please assess your developing knowledge, skills, and pastoral identity in relation to these marks. Please be sure to answer the following questions:

1. How well have you achieved your learning goals through this supervised ministry experience?
2. What strengths have you discerned in the course of this supervised ministry experience?
3. What growing edges have you discerned in the course of this supervised ministry experience?
4. How have you grown theologically?
5. What were the most valuable lessons you learned?
6. As you reflect upon the Marks of Faithful and Effective Authorized Ministers of the UCC, which ones call out to you in terms of your next learning goals and how do you plan to work on them?