

Field Education

SUPERVISED FIELD EDUCATION (SFE) AGREEMENT

Definition

Supervised Field Education (SFE) is an element of training at the Presbyterian Theological College in which students are actively involved in ministry and reflection in congregational or other settings.

Aims

The aims of SFE, broadly stated, relate to the process of “ministry formation” or “preparation of the person for ministry”. More specifically: the aims are to assist students to develop ministry competencies and skills that are appropriate to their future ministry roles and to develop skills in reflecting on that process.

Method

The major element of SFE is the placement of a student “on site” with an approved supervisor – one who normally is involved in full-time ministry; but it also involves class-seminar work at the PTC, use of a reflective journal and personal mentoring with the college SFE coordinator.

The appointment

1. The student is appointed to work under the supervision of an experienced pastor. This appointment is normally made within a parish – one other than the one from which the student came. An appointment may be made in a context other than the traditional pastoral setting.
2. The appointment is made by decision of faculty: a decision reached after the following considerations:
 - * the recommendations of the practical theology lecturer
 - * the perceived needs of the student
 - * interviews with the student

It is recognised that this appointment is made effective only with the concurrence and hearty support of both supervising pastor and session of the parish.

3. The appointment is formally made at the beginning of November each year for effect in the following year, and is operative from February to November (inclusive), with the workload spread so as to take into account examination periods of June and November.

Expectations – Student’s Accountability

4. The student (and family, where appropriate) are to consider the church in which this supervision takes place as their primary place of worship and commitment for the duration of the appointment. They are expected to attend that church consistently and to participate fully in the life of the congregation as if it was their own church.
5. From time to time the student is entitled to accept reasonable engagements elsewhere for the purposes of Christian ministry, ensuring that these invitations do not infringe on the primacy of, nor diminish the effectiveness of the SFE appointment.
6. The student is expected to work under the personal supervision of the pastor, and at his direction.

7. Each student shall meet with the PT lecturer for personal interview and prayer four times per year, normally at the start and finish of each semester.

Expectations – congregational:

8. At the discretion of the pastor, some of the elders of the church, and, where appropriate, congregational representatives, may be invited to take part in the critique and review process of the student's ministry.

9. There is no obligation of payment from the parish, except the normal Assembly-directed requirements for pulpit supply.

10. The appointment is greatly enhanced when the congregation offers support, whether financial of a more general kind, to the student and family.

Supervisor's accountability:

11. It is the supervisor's responsibility to fill out and return SFE reports twice per year, normally April and August. It is expected that the contents of the report are first shared with the student as part of the supervisory learning process.

12. It is also expected that supervisors will meet with the PT lecturer, (who co-ordinates SFE work) at the college twice per year, normally May and November.

13. The reporting process and the interviews at college are vital and considered to be integral to the training process, and supervisors are expected to give time, energy and discernment to these tasks.

Workload

14. The SFE appointment is assessed by:

- * participation in twelve SFE class-work seminars with the PT lecturer, normally arranged during semester one.
- * submission of a pastoral log – demonstrating the completion of 120 hours pastoral supervised reflection, critique and prayer with the supervisor
- * the signature of the supervisor on the log indicating that the student has satisfactorily completed the year's SFE appointment

15. Typically, the pastoral log looks like this, but arranged laterally:

Date	Description of Ministry	Hrs	Preparation	Hrs	Reflection and critique	Hrs
	Total:	120	Total:	60	Total:	20

A student is engaged an average of three hours per week actually doing pastoral ministry, and a half an hour a week with the supervisor.

16. Note: these expectations will fulfil all requirements for ACT subjects such as PC442; PC443; PC444 and even SEBL PC449.