



## MEETING 3

Date: (Within the first month of each placement)

*AIM: This Learning Contract is intended to set out clearly the expectations of both the SFE Student and the SFE Trainer and establish the learning goals for the year. It must be submitted to the SFE Co-ordinator for review.*

I, \_\_\_\_\_ (the SFE Student) agree to:

- participate in the ministry activities in a placement as agreed in the Ministry Plan on the next page,
- follow reasonable directions from you as the SFE Trainer about participation in and conduct of ministry activities,
- act in a way which is supportive of the ministry in which we are involved,
- respect your confidentiality and the confidentiality of other people with whom I have contact during a ministry placement, including when making reports to SFE seminars, and
- attend meetings with you as arranged from time to time.

I, \_\_\_\_\_ (the SFE Trainer) agree to:

- establish and maintain a positive, open, trusting and supportive relationship with you,
  - meet with you within the first two weeks of Semester to develop this Learning Contract and Ministry Plan and submit this to the SFE Co-ordinator,
  - arrange regular meetings with you for reflection on ministry activities and for meeting the goals of the Learning Contract,
  - give you accurate and fair feedback during the Semester,
  - provide you with sufficient pastoral support and encouragement and be reasonably available to you during the Semester;
  - make reasonable arrangements for the support of your family and their inclusion in the ministry where appropriate, and
  - respect your confidentiality at all times, including refraining from making negative comments to others about your and allowing you reasonable freedom in expressing struggles and by only sending a report to the SFE Co-ordinator after you have read it and had to time to consider it and comment on it.
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We agree to do this by:

- Meeting regularly on:
- Including the students family in ministry and church life by :
- Allowing attendance at PTC mission - date this year:
- Allowing up to two Sundays for observation visits.
- Agreeing a Ministry Plan that will take 4 or 8 hours per week involving:

For Sunday ministry – allowing at least three Sundays during a year for holidays and family responsibilities, preferably:

- Or for non-Sunday ministry – allowing equivalent time off for holidays and family responsibilities, preferably:
  - If other absences from normal ministry placement are needed they should be arranged by:
  - If the sufficient ministry involvement or too great a ministry burden becomes a problem for either of us we will:
  - Preaching (all candidates, optional for others) – at least 2 sermons per semester.
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MINISTRY PLAN

Goal	Plan to achieve goal	When	Assessment

Signed Student: \_\_\_\_\_ SFE Trainer: \_\_\_\_\_

Copy submitted to SFE Co-ordinator:

Copy provided to SFE Student:

Copy filed by SFE Trainer:

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