

Student Name _____

Anglican Contextual Education Contract Form

Please note: In order for a student to register for Anglican Contextual Education, she/he must complete this form, which indicates that the student has secured an ecclesial placement that satisfies the Anglican Contextual Education criteria.

The Contract Form serves to confirm the agreement between the student and the site, represented by the site mentor and/or the church, affirming that the student will have an opportunity to meet all five Areas of Ministry required (see Guidelines for Ecclesial Practices).

By signing below the **site and site mentor** agree to: (please initial)

- ____ 1. provide an on site mentor who is an ordained Anglican/Episcopal priest and a graduate of an accredited seminary, and who will meet with the student for mentoring sessions approximately one hour per week;
- ____ 2. provide the student an opportunity to experience the five areas of ministry during three academic years of parish placement, and the opportunity to do at least one independent project;
- ____ 3. provide a written evaluation of the student's work at the end of each Fall and Spring semesters based on the five areas of ministry;
- ____ 4. attend one of the site mentor training sessions offered by the Office of Contextual Education;
- ____ 5. attend Contextual Education sessions (Wednesdays 2:30-4:30 p.m.) when the student presents case studies (approximately two-threes times a semester);
- ____ 6. provide the student with a stipend of \$_____ per week of each semester (minimum \$50 per week) to cover travel and additional expenses.

By signing below the **student** agrees: (please initial)

- _____ 1. to complete ten (10) hours of work on site per week for three academic years;
- _____ 2. to meet with the site mentor for approximately one hour per week each semester;
- _____ 3. that the student and site mentor are not related to (i.e. family member) or in a personal relationship with (i.e. partner or dating) one another;
- _____ 4. to participate in all five areas of ministry during the three-year placement; and
- _____ 5. to participate fully in the Wednesday reflection group.

Printed Name of Site Mentor

Printed Name of Site

Site Mentor Signature

Date

Site Address

Site City

Site State

Site Zip

Site Mentor Phone Number

Site Mentor Email (required)

Printed Name of Student

Student Signature

Date

Student Phone Number

Site Emory Email

NOTE: Changes to the site and site mentor may be made only with prior notification of and agreement with the Director of Anglican Studies. Should a change in site mentor occur during the summer or over the course of the year, the student and site mentor must notify the Director of Anglican Studies and provide a new signed contract within two weeks of a site mentor replacement.

Send signed copy to:
Office of Contextual Education
Candler School of Theology
CST 433B
Atlanta, GA 30322
404.727.4178 phone
404.727.6044 fax

Please send an electronic copy (need not be signed) to
Director of Anglican Studies
wshephe@emory.edu

Guidelines for Ecclesial Practices – Five Areas of Ministry Anglican Contextual Education

Ecclesial Practices for Anglican Contextual Education are planned around five Areas of Ministry, noted below. It is possible that each student may have a “primary” responsibility in the site. However, each student must participate in a minimum of two practices in each of the five Areas of Ministry throughout the academic year. The activities listed under each Area of Ministry are suggestions, which students may revise in conversation with the Site Mentor.

Administration

Observe and analyze the budget-making process; discuss with Site Mentor
Analyze the financial status of the parish, and give a report to vestry
Participate in stewardship activities
Observe/participate in vestry and committees; create a case study based on observations
Attend staff meetings
Plan and implement an intervention or strategy relevant to an administrative meeting
Other _____

Liturgy

Worship

Analyze liturgical life of church or setting
Participate in all forms of liturgy
Help plan liturgy
Function in different liturgical roles (reader/acolyte)
Participate in and plan wedding/funeral/baptism
Other _____

Preaching

Analyze several sermons, with emphasis on theological issues
Prepare a sermon, receive mentor feedback
Deliver a sermon; receive feedback from hearers
Other _____

Mission and Outreach

Identify the social context of the church in terms of age, class, economics, gender, race, and sexual orientation
Identify social agencies in area and establish contact with them
Identify and participate in the social ministries of the church
Analyze relevant missions in the community in terms of replication, resources needed, etc.
Other _____

Pastoral Calling and Congregational Care

Visit house-bound, hospitalized, and institutionalized persons
Listen to stories of parishioners
Participate in a weekly prayer group
Observe and analyze forms of pastoral intervention and referral

(e.g., sit in on a pre-marital counseling session)

Plan and implement a congregational program to enhance pastoral care

Other _____

Religious Education

Design a unit of adult education or children's education

Teach (implement) the units designed

Lead a Sunday School class

Lead a Bible study

Collaborate with others in shaping a curriculum

Other _____