



**Why
In Service Training?
(Internship)**



We partner with the Holy Spirit to help equip God's prophets to do the work God has called them to

We add value to their ministry (as they do to ours) and we empower them to use all that is at their disposal to add value to their ministry, including their colleagues



Everything that we do is aimed at the singular purpose of preparing the student ministers for a long, sustainable, fruitful ministry – we have an opportunity to allow our student ministers to become a brood of vipers who tick the boxes or we have an opportunity to form the prophetic giants God has called them to be and our church is desperately in need of...



Role/Function of the IST Convenor

Educational Formational Pastoral



To continue the process of ministerial and spiritual formation - To ensure the ongoing practical training of student ministers in circuit, linking their academic work and pastoral work, so that the academic training of Seminary is given appropriate practical expression through their pastoral work.



Planning and execution of the IST meetings, with regards to logistics (venue, catering, speakers, practical exposure, etc), ensuring accountability groups are established, facilitators selected, dates for IST's and project submission are set, as well as overseeing the reviewing process and administration of the IST (including submission of marking and IST reports to be submitted to SSS)



To develop further skills for theological reflection (integrating knowledge, skills and values for ministry) – Ensuring that the training received by the student ministers and the practical application thereof is holistic training that would help lay the foundations of an effective and God-led ministry in a wide range of settings.



To ensure that the training is driven by a Vision for Mission – Arranging for suitable practical expressions of the curriculum outlined by the projects as laid out at the January seminar as well as other appropriate training that is beyond the scope of the required projects but applicable to their formation as a whole.



To ensure appropriate training takes place with regards to mission that is in line with our vision, mission, mission pillars and conference theme. Part of the practical training would include matters referred to the synod by Conference, EMMU, Synods as well as Circuits (and in some cases, issues that need to be addressed with regards to individual student ministers themselves as determined by EMMU, SMMS, Superintendent, PMC).



Assisting in the process of building relationship between the student ministers as a means of ensuring an ongoing long-term support base as well as a means of adding value to each other's ministries.



Part of the work of the convenor is, along with the SSS, to ensure the emotional and spiritual health of the student ministers whilst they are in circuit and to help them develop the skills required to ensure that they continue to take care of their emotional and spiritual health after ordination. This is done in a group setting but is mostly handled on an individual basis.



The convenor is also available to assist the SSS in whatever area the SSS should need assistance with regards to the student ministers in circuit

Practicalities of the IST

Resources for planning and execution

EMMU – January Seminar

– Travelling, catering, accommodation for one IST

Synod EMMU Committee

Clergy – Presbyters, Deacons

Laity

Ecumenical and Interfaith bodies

NGO's

Community

IST Meetings

January Seminar – The syllabus for the year is given to students and convenors

The seminar, among other activities, consists of:

- a session to meet with SSS/IST convenors
- sessions for presentation of the projects (including speaker input if required). Also to workshop on skills required for the project (e.g. how to journal for pastoral care; how to lead a workshop; how to do social needs analysis, etc.)

IST Meetings

The seminar, among other activities, consists of:

- sessions for specific skills development and character growth:
 - Pastoral care practical electives (e.g. grief, bereavement, marriage prep, narrative therapy). Multiple sessions will run concurrently and probationers will elect 1 to attend each year
 - Spiritual / contemplative focus (e.g. retreat, guided self-reflection)

IST Meetings

IST Meetings – At least one IST Meeting of a minimum of 5 days must be held in each Synod (or region in the case of partnerships) – **a day would consist of at least 6 hours of interaction with the programme**

IST's can be held for up to 8 days – a number of Synods hold two IST's of 4 days each, with one IST taking place before Synod due to at least one of the projects needing to appear on the Synod report

Every Probationer is expected to be in attendance for the full duration of the agreed internship meetings.

IST Meetings

Content of meetings

- 1 day must be designed around the contemporary issues common assignment (Assignment 4). A sizeable amount of time should be allocated to an interactive presentation/ workshop by a speaker on the issue identified for the assignment. There should also be a sizeable amount of time allocated to small group workshopping of questions/ problems offered by the speaker as well as discussion of the specifics of the assignment task.

IST Meetings

- 1 day must be devoted to visiting a mission project in the district. The visit must be arranged so that the people who began and/or operate the project can engage with the probationers. The intention is to provide an opportunity for the probationers to obtain practical information on how to start and run projects of different kinds.

IST Meetings

- 1 day must be devoted to Spiritual Health and Personal Mastery. Probationers must be guided through a deep examination of 'how it goes with their souls'. There must also be a small group sessions in which probationers reflect on their journey with their Probationer Mentoring Committees.

IST Meetings

- 1 day must be devoted to creating meaningful opportunities for Accountability Groups and the convenors to have feedback discussions on the assignments (and specifically the common assignment – Assignment 4)
- Time needs to be set aside to reflect on the IST Meeting as a learning experience

Marking of projects

- The probationers in the synods are divided into *Accountability Groups* of five or six and are led by a coordinator (this could be the IST Convenor, SSS or an ordained minister that is involved in the training of the student ministers in the synod). In cases where there are few probationers in a synod, the Convenor and SSS will use a suitable process which will involve and empower probationers.

Marking of projects

- At the January Seminar probationers in each Accountability Group will be elected as *Assignment Facilitator* for the assignments (i.e. each of the assignments will have a different facilitator from the group; every probationer should serve as facilitator at least once during the course of their probation).

Marking of projects

- For every assignment, the probationers in the group will e-mail their projects to the assignment facilitator who will ensure that he/she has everyone's projects and the assignment facilitator will in turn email all of the projects to each member of the group and the group coordinator.

Marking of projects

- All probationers are required to review their colleagues' assignments and send comments for the whole group and facilitator to read. This review and engagement process forms part of the assignment assessment (did they engage).

Marking of projects

- For the common assignment (assignment 4) all assignments must reach the facilitator at least a month before the designated Internship meeting so that the members of the group can engage with the assignment. This is to enable group members and the coordinator to assess the assignments and send feedback to the individuals prior to the meeting.

Marking of projects

- No marks or competencies are awarded in this review process – it is about engagement. Feedback would include things such as parts of the projects they have not dealt with, areas they need to think deeper about, or alternatives to try – e.g. “we cannot see that they have reflected theologically” or “maybe you should try applying another approach to social development for that specific aspect of the assignment”.

Marking of projects

- The purpose of this review process is so that probationers don't have to present their full assignments at the IST Meeting because everyone in the group has engaged with every assignment already.

Marking of projects

- The meeting can therefore provide an opportunity to add value to each other's ministry by reflecting on:
 - how the probationer has grown through this assignment
 - what they have learned out of their failure or out of their success
 - how the project has affected their ministry and those they minister to, etc.

Marking of projects

- Each project would naturally lend itself to a variety of specific questions that could be asked with regards to reflections.

Marking of projects

- The feedback that was given will be checked by those who gave it (and the student has an opportunity to defend their original work, although this would have hopefully taken place at the time the feedback was given or they would show that they have received the feedback, reflected and made the required changes).

Marking of projects

- Part of the purpose for the marking of projects by the probationers is that a student who hasn't thought deeply enough about something, or had misunderstood an aspect of the project would have picked this up when they reviewed the other projects and through peer review would have some idea of what is expected or of alternatives they could try before getting to the internship meeting.

Marking of projects

- The final mark for the assignment will be determined by the Assessor at the meeting, incorporating the original submitted assignment, the revised assignment and the probationers' engagement with their peers' assignments before and during the meeting.

Project outline

**Project 1 – 1st year interns
Journal**

**Project 2 – 1st year interns
Bible Study Development and Delivery,
Sermon Development and Delivery**

**Project 3 – 1st year interns
Spiritual Disciplines and the Wesleyan Tradition**

**Project 4 – 1st, 2nd, 3rd, 4th, 5th year interns
Common Assignment
Engaging Theologically with a Contemporary Issue**

Project outline

**Project 5 - 2nd year interns
Spirituality of Leadership**

**Project 6 – 2nd year interns
Creating a Child Centred Church**

**Project 7 – 3rd year interns
Clergy and Laity**

**Project 8 – 4th year interns
Christian Counselling**

**Deacon Projects – To be determined and allocated by the
Diaconate Order**

Character Assessment - PMC

- Each Probationer is assigned a **Probationer Mentoring Committee** (PMC) comprising at least 5 people (plus the Superintendent as an ex-officio member), appointed by the Superintendent at the first CQM of the year.

Character Assessment - PMC

- This committee is chaired by a member of the society or section in which the probationer is designated to serve (appointed by the Superintendent) and must also comprise various leaders of the society/section in which the probationer serves along with, so far as possible, an ordained minister with whom the probationer works closely.

Character Assessment - PMC

- The intention of the Probationer Mentoring Committee is to allow the probationer to be in continuous conversation with a consistent committee throughout the duration of her/his time within the circuit and not simply in the year of recommendation for ordination. This allows for a more holistic approach to the assessing of the probationer and a pastoral space to assist the probationer to develop in areas of weakness and strength.

Character Assessment - PMC

- The PMC must meet with the probationer on a quarterly basis. Before the second and fourth CQM each year, in committee (or consultation), the PMC will compile the **Circuit Probationer Report 1 (form P2A or P2B)** for submission to the Superintendent and DSS.

Character Assessment - PMC

- The report assesses the holistic character, spirituality and growth of the probationer.
- The reports focus on three key areas of relationship – with God, Others and Self – as well as the values of Stewardship, Leadership and Moral Integrity. The Superintendent will complete the relevant additional sections.

Character Assessment - PMC

- These reports will be kept on file by the SSS as a record of the Probationer's character formation throughout IST. If a probationer moves synods during probation, the record will be transferred to the new SSS.
- In the year a probationer may be recommended for ordination, and the year of potential ordination, **Circuit Probationer Report 1 (form P2B) & Circuit Probationer Report 2 (form P3)** must be completed before the April CQM.

IST – Synod requirements

Synod Exam (please see the yearbook for details)
(**Form P1** submitted to SSS by Synod Examining Committee).

- Part one: Written exegesis submitted to SSS
- Part two: Oral defense of exegesis and engagement with exegeses of peers with synod examining committee.

IST – Synod requirements

Circuit Assessment Report (Form P2A) submitted by superintendent to SSS.

Trial Service (Form P4) submitted by superintendent to SSS).

Grade for 1st IST assignment

IST – Synod requirements

If being recommended for Ordination year – **Circuit Assessment Report 1 (Form P2B), Self-Assessment Assignment, Circuit Assessment Report 2 (Form P3), CQM Recommendation (Form P5), and Synod Screening Committee Interview Report (Form P6).**

If in Ordination year – **Circuit Assessment Report 1 (Form P2B), Circuit Assessment Report 2 (Form P3), CQM Recommendation (Form P5), and Synod Screening Committee Exit Interview Report (Form P7).**

Exit Procedure from Intern to Ordinand

A Probationer under FINAL WARNING may not be advanced to ordination.

Only when a Probationer Minister has **COMPLETED ALL** academic requirements in the previous year and if the Superintendent of a Probationer Minister judges the Probationer

- Of sound moral and religious character,
- As believing and teaching sound Christian doctrine as held by the Methodist Church,

Exit Procedure from Intern to Ordinand

- As observing and enforcing our doctrine,
- And as having competent abilities for the work of an Ordained Minister in the MCSA,
- AND the Probationer having served the required minimum years on probation.

Exit Procedure from Intern to Ordinand

The PMC conducts an interview with the probationer and makes a recommendation to the April Quarterly Meeting. **The Interview questions and reporting are Form P3** (available from EMMU or can be downloaded from www.methodisttraining.co.za.)

Exit Procedure from Intern to Ordinand

The April CQM receives the P2B and P3 reports then forward them along with their recommendation to Synod and EMMU, through the SSS. **Please use Form P5 for recommendation to Synod.** It is available from EMMU or can be downloaded from www.methodisttraining.co.za.

Exit Procedure from Intern to Ordinand

The Synod Supervisor of Studies convenes a Synod Screening Committee before the Synod, including members of the Synodo EMMU Committee. This committee will review the Probationer's Circuit Assessment (Form P3) and CQM recommendation (Form P5) and then interview the probationer to assess personal and spiritual growth of the Probationer.

Please use Form P6 for this interview. It is available from EMMU or can be downloaded from

www.methodisttraining.co.za.

Exit Procedure from Intern to Ordinand

The Synod Listening Committee conducts an Oral Doctrine and Practice Examination of the recommended probationer in committee (not on the floor of the synod). This examination will assess the probationer's understanding of Methodist doctrine and practice and will be set by EMMU.

Exit Procedure from Intern to Ordinand

Synods receive the names of all Probationers whose advancement is recommended by the Circuit Quarterly Meetings for consideration and recommendation of advancement by the Synod Screening Committee.

Exit Procedure from Intern to Ordinand

Probationer Ministers submit the required Assessment Documents (content to be determined from time to time) to EMMU, by 01 June of the year in which Synod has recommended their name for advancement to Ordination.

Exit Procedure from Intern to Ordinand

The General Committee of EMMU, having received all the reports from Synods, shall on the basis of such reports (through its Assessment Committee) make a recommendation to the Connexional Executive pending satisfactory end of year results.

Exit Procedure from Intern to Ordinand

Based upon satisfactory reports, EMMU recommends Ordination for the following year to the Connexional Executive and Conference.