

CHURCH APPLICATION:
THE COLE SUMMER SEMINARY MINISTERIAL INTERNSHIP



CENTER FOR PASTORAL EXCELLENCE
MISSOURI ANNUAL CONFERENCE

*The Center for Pastoral Excellence is pleased to begin accepting **HOST CHURCH** applications for the **2012 Franklin and Louise Cole Summer Ministerial Internships***

The application process is open to any United Methodist Church in Missouri. The Center for Pastoral Excellence is seeking placement for highly promising seminary students in a church location that will provide excellent opportunities for practical learning and development of ministerial skill.

The student interns are already in the candidacy process in Missouri and will have at least one full-time seminary semester remaining. The internship is a full-time 10-week ministry appointment (May 30, 2012-August 8, 2012), so interns are not allowed to be serving in any other ministry/job during this time. A maximum of three (3) internships are available contingent on placement by the Center for Pastoral Excellence at appropriate host sites. Every effort will be made to match the needs of the host site with the interests and vocational goals of the student. A stipend (up to \$8,600) is paid to the interns, plus travel to and from seminary for ministry placement by the Center for Pastoral Excellence.

As part of the summer seminary ministerial intern program, each **mentor/supervisor** commits to:

- Engage the student in an exploration of pastoral and leadership identity as well as vocational goals
- Set aside time to think theologically and reflect with the student regarding the practice of ministry
- Commit to an orientation session in May

Supervisors assume a critical role in the shaping of the next generation of Christian leaders. Hosting a student requires careful planning, focused attention, and sustained, intentional supervision. Student presence does not relieve supervisors of responsibilities and obligations, but can actually increase them, due to the intentionality which supervision requires.

As part of the summer seminary ministerial intern program program, each ministry **placement** commits to:

- Assign a supervisor who will mentor the student
- Appoint a Lay Training Committee to engage the student in discerning vocational goals and practicing the skills of ministry
- Provide the student with a meal stipend and reimbursement for travel expenses
- Provide housing for summer placements
- Participate in the evaluative process

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Summer seminary ministerial intern placements are teaching arenas for contextual learning. For some students, these settings may be the introduction to, and only exercise of, ministerial leadership prior to assuming their first appointment, call, or ministry position. Contextual learning contributes directly to students' understanding and practice of ministry within the community of faith.

DEADLINE: Applications are due in the conference office by March 2, 2012. (See address at end of form.)

**COMPLETE THIS FORM NEATLY, COMPLETELY AND ACCURATELY.
Please make a COPY and retain for your records. Attach extra sheets as needed.**

A. NAME OF CHURCH: _____

ADDRESS: _____

PHONE: _____

CHURCH E-MAIL: _____ FAX: _____

NAME OF SUPERVISOR: _____

- Do you expect a change in supervision during the term of the placement? Yes___ No___
- Is the supervisor ordained? Yes___ No___
- Does the supervisor have a Master of Divinity or equivalent degree? Yes___ No___

ADDRESS : _____

PHONE: _____

SUPERVISOR E-MAIL: _____

We will be corresponding by email. Please CIRCLE the email address you check regularly.

B. CHURCH DESCRIPTION:

District _____ County _____

Number of Members/Constituents _____ Number of Professional Staff _____

Setting: Rural___ Suburban ___ Urban ___ Combination (describe): _____

Member age demographics:

Under Age 20 ___ Age 20-35 ___ Age 36-50___ Age 51-65___ Age 66+___

C. LEARNING PLAN:

The Conference seeks to maximize the learning potential of the seminary students by establishing appropriate educational expectations.

Will you and your parish (check all that apply):

_____ Participate in **supervisor orientation**?

_____ Grant the intern identity as a ministering person and allow him/her to exercise an **appropriate range** of ministerial responsibilities under your careful supervision? This would include intern participating weekly in some aspect of worship and provide the intern with 2 preaching opportunities through the course of the summer.

_____ Use the **Learning/Serving Covenant** to establish clear goals for the intern and expectations of the parish?

_____ Provide for the intern **regular supervisory conferences with theological reflection** and a **final joint review** of learning attained and to be attained?

_____ Establish and use a **lay training committee** to offer the student lay supervision?

_____ Allow time and support for the intern to attend a portion of Annual Conference

D. SERVICE PLAN:

1. Please indicate how you will identify the student in your ministry (student associate minister, ministerial intern, etc.)

2. Please list the ways an intern might be involved in your ministry. This is important for the Pastoral Excellence office in placing the student and in establishing student expectations prior to his or her arrival for learning and service. Students should expect structure and support in their involvement. It is understood this is a tentative profile of an intern's role in your ministry. **The student is not expected to carry the full responsibility for programs or ministries of the placement.**

3. Are there specialized skills or experiences required for the expectations noted under #2?

4. Do you have need for the student to begin/end the internship on a date other than the official date (May 30- August 8, 10 Sundays) established by the Center for Pastoral Excellence?

Yes ___ No ___

If yes, what date are you requesting the placement to begin/end?

5. The Center for Pastoral Excellence seeks placements that share the gospel's vision of inclusiveness. Are you willing to receive a student irrespective of **race**, or **gender**? Please be candid.

E. FINANCIAL SUPPORT:

Participation in the intern program assumes the student will be provided a grant stipend up to \$8,600 through the Center for Pastoral Excellence.

Transportation Expenses for Academic Year Placements and Summer Placements: Students are reimbursed for travel costs incurred to do the work of the ministry by the ministry setting. Reimbursement should be at the level provided by the annual conference.

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Travel, Meals and Housing: Summer seminary ministerial internship settings provide room and travel costs incurred to do the work of ministry. Meals in the homes of church members are highly encouraged.

Have you made an adequate plan for:

Travel? (per mile reimbursement for Ministerial service IRS rate suggested) \$0.555 per mile _____

Housing? (where needed) can accommodate: ___a married couple? ___a single person?

Food Allowance? What will be the food allowance/plan for 10 weeks?

COVENANT: We, the undersigned, covenant with the Center for Pastoral Excellence to provide the support, service and learning opportunities, as outlined in this application, to the best of our abilities.

We will support our intern's peer group meetings at Annual Conference and on July 9, 2012.

SIGNED _____ Date _____
Supervisor

SIGNED _____ Date _____
Chairperson, Lay Committee

Applications are due in the conference office by March 2, 2012. It is our intent to announce placements by March 16, 2012.

Mail to:
Jenny Gragg
Re: Church Application: Cole Summer Seminary Ministerial Internship
3601 Amron Court
Columbia, MO 65202

Office Use Only:

Placement for 10-week term (May 30– August 8,2012, 10 Sundays):	Date received:
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Franklin & Louis Cole – Devotion and Generosity

The Cole Summer Internships are funded by the Cole Endowment administered by the Missouri United Methodist Foundation. The endowment was created with a gift from the estate of Mr. and Mrs. Cole. The Coles were devoted members of the Wesley Memorial United Methodist Church in rural Jefferson County, Missouri. Active in church and community in many leadership roles, the Coles were great friends of many United Methodist pastors who served in the area. Their nurturing love for the church and its clergy lives on through their generosity and vision.