

# Internship Learning Covenant

Between Student and Internship Site

## Purpose

The purpose of this learning covenant is to lay out in a clear manner the expectations for growth and ministry held by the various parties involved with the internship of the student at the internship site during the following time period - MM/DD/YYYY to MM/DD/YYYY.

## General Expectations

This is a space for the various parties involved to lay out their expectations for the others in this process.

### Intern

The intern shall be a full ministry partner with only Marriages and Sacraments reserved for the supervisor as an ordained minister. The intern shall also be a student of ministry. As such, the student will be accountable both as a student and a minister to the supervisor and the internship committee.

### Supervisor

The supervisor shall be the senior member of a full ministry partnership. At the same time, the supervisor is responsible for educational oversight of the intern. As such, the supervisor will take on the role of teacher for the intern as needed. For issues of ministry, the supervisor shall be primarily accountable to mutual ministry committee. For issues regarding the education and ministry of the intern, the supervisor will work with internship committee as needed for accountability and oversight of the intern.

### Internship Committee

The internship committee shall be accountable for and to the intern for matters of ministry. The committee shall be a safe place for the intern to work out issues and growth areas of ministry.

The internship committee also has joint education accountability and oversight of the intern with the supervisor. The internship committee shall assist the intern in staying accountable to the learning covenant. Additionally, the internship committee shall serve a periodic evaluative role in the educational and ministerial aspects of the internship.

## Ministry Expectations

This is a place to lay out the expected involvement of the student in the various ministries of the internship site.

### Worship

Preach at least once per month. Written sermon evaluations at least quarterly. Time for informal conversation around preaching at monthly Internship Committee meetings.

### Pastoral Care

Average 1-2 pastoral visits each week plus crisis pastoral care.

## Education

Teaching and educational oversight. (i.e. Confirmation, Adult Forum, Mid-week Bible Study, GIFT, pericope study leadership and participation)

## Evangelism

Explicit outreach activities i.e. (Family Promise, Website Administration, Calendar management, Facebook page administration). Don't get caught up in technical details of web administration; rather, generate content

## Social Ministry

Study issues and appropriate action involvement

## Stewardship

Personal stewardship. Stewardship programming. Financial cycle of church.

## Parish Administration

Full management cycle in some program areas (Youth)

## Larger Christian Community

Bishop's leadership retreat. Middle School youth event. Work Camp. LCS Food pantry. Emmanuel Dining Room. Pericope study. Synod Assembly

## Learning Goals

This is where the student lays out his/her specific learning goals for the year.

1. Develop and encourage participation in worship beyond Sunday morning
2. Learn how to incorporate a variety of resources in worship
  - a. Draw upon my international experience (Haiti and South Africa)
  - b. Include various ecumenical resources and liturgical elements
  - c. Explore a wide variety of worship planning resources
3. Reduce barriers to the Word in my preaching
  - a. Identify and reduce verbal and visual barriers to the Word in my preaching
    - i. Video a number of sermons
    - ii. Listen to audio of sermons
    - iii. Receive and incorporate feedback from sermon evaluations
  - b. Incorporate stronger exegesis into sermon preparation
    - i. Participate in weekly roster-leader studies of the lectionary texts
    - ii. Develop a habit of regular, strong exegesis of texts during sermon preparation
  - c. Explore focus/function statements
  - d. Incorporate stories and experiences from within the congregation in appropriate ways
  - e. Assess strengths and weakness when preaching
    - i. Impact of various styles
    - ii. Impact of various locations
  - f. Read books on preaching as recommended when barriers identified
  - g. Develop plan to reduce instances of barriers

4. Develop a bold personal preaching style which attends to both prophetic and pastoral needs of the congregation
  - a. Re-read *Prophetic Preaching*
  - b. Incorporate current events and topics in sermons
  - c. Explore appropriate self-disclosure in preaching
5. Develop a personal ministerial style around pastoral acts
  - a. Observe at least one marriage counselling session as appropriate
  - b. Participate in funeral preparations
  - c. Lead at least one funeral as appropriate
  - d. Develop at least 2 long-term pastoral relationships
  - e. Visit a prison at least once
  - f. Assist in Baptisms as often as possible
  - g. Participate in sending of communion to sick and home-bound
  - h. Develop appropriate boundaries within pastoral acts
6. Integrate Lutheran Confessions into general educational settings
  - a. Incorporate lesser known Lutheran Confessional works into Confirmation Class
  - b. Interpret Lutheran Confessions in light of daily life of congregation members (including youth)
  - c. Utilize parts of the Book of Concord in at least 2 sermons
  - d. Incorporate Lutheran Confession into GIFT sessions
7. Gain an understanding of general parish administration
  - a. Utilize Church Windows to maintain healthy parish communication practices
  - b. Extend usages of Church Windows for Stewardship and Evangelism goals
  - c. Practice good time management skills
  - d. Develop an understanding of parish fiscal practices
  - e. Develop an understanding of membership rolls and administration
  - f. Develop an understanding of parish reports to synodical and church-wide bodies
  - g. Focus: nuts and bolts on how to **make ministry work**

## Evaluation Timeline

Timeline for the various evaluations necessary for Internship.

### First Quarter/Three-Month Evaluation

Supervisor and student will complete a first quarter evaluation and return it to the appropriate parties by MM/DD/YYYY.

### Mid-Year Evaluation

Supervisor, Student, and the Internship Committee will complete the mid-year evaluation and return it to the appropriate parties by MM/DD/YYYY.

### Nine-Month Evaluation (optional)

If needed, supervisor and student will complete a third quarter evaluation and return it to the appropriate parties by MM/DD/YYYY.

## Final Evaluation

Supervisor, Student, and the Internship Committee will complete the final evaluation and return it to the appropriate parties by MM/DD/YYYY.

## Approvals

The undersigned agree that this learning covenant is the product of our current understanding and expectations for the internship.

Intern: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_

Internship Committee Chair: \_\_\_\_\_

Date: \_\_\_\_\_