

The following is the working draft of our proposed Ministry Apprenticeship Program. This draft is submitted for your information and feedback. The final details of the program will be shaped during the next year. Alongside this work will be the task of creating the coaching network needed for this program to succeed. The tentative plan is to accept a small number of applications after March 2008.

*Sincerely,
Ministry Leadership Team
(Harvest Saskatchewan Team)*

MINISTRY APPRENTICE PROGRAM

PREAMBLE

The Saskatchewan Conference of MB Churches has the mission of "Healthy Churches Reaching Their Worlds." One of our strategies for fulfilling our mission is through leadership development. The Ministry Apprenticeship Program is designed to train individuals who have been discerned by their church to have potential for church leadership. Apprentices will be trained towards a multiplying model of leadership while taking into account their interests and gifting. Although the purpose and objectives of the program centre on the growth and development of the apprentice, it is recognized that the ministry of the apprentice will assist the hosting church in its work of ministry. These guidelines will provide assistance for churches, pastors, and apprentices together with the Director of Church Ministries in creating an atmosphere conducive to achieving the stated goal of the program.

I.) PURPOSE

The Harvest Saskatchewan Team (HST) has established this Ministry Apprenticeship Program to provide the apprentice with an opportunity to be trained as a leader and mentored to become effective in a chosen area of ministry under the guidance of a qualified coach.

II.) OBJECTIVES

The specific objectives of this program are centered on the apprentice's growth in faith, character, and skill as they are developed for leadership ministry. The apprentice's experiences, while participating in this program, will allow:

- A.) The testing and building of character.
- B.) An understanding and application of leadership traits and principles.
- C.) Skill development in specific ministry areas.
- D.) Progression through three levels of leadership training.
- E.) Understanding and ability to do the ministry himself/herself.
- F.) Understanding and ability to build a team of workers or leaders to accomplish the ministry.
- G.) Understanding and ability to build a team of leaders to accomplish the multiplying of the ministry.
- H.) Receiving encouragement and guidance from a coach who is experienced in ministry and mature in the faith.

III.) **PROGRAMS LOGISTICS**

The program is set up with *three* levels to be attained over a maximum of three years: The coach will gauge and determine the rate of movement through each level based upon the skills demonstrated by the apprentice.

Level 1 – The apprentice will learn how to do ministry him/herself.

Level 2 – The apprentice will learn how to build a team to help accomplish the ministry.

Level 3 – The apprentice will learn how to build a team of leaders to accomplish the multiplying of the ministry.

IV.) **ROLE AND RESPONSIBILITY OF THE APPRENTICE**

- A.) The primary role of the apprentice is that of a trainee. The apprentice's primary goal is to develop appropriate attitudes, behaviour, and skills necessary for servant-leadership in the church through involvement in a church ministry setting, and through the supervision and counsel of an experienced coach.
- B.) The secondary but vital role of the apprentice is that of making a positive contribution to the chosen area of ministry.
- C.) To facilitate the apprentice's performance of these roles, the apprentice shall be responsible to:
- .1) Develop a list of learning objectives (within the first month) in consultation with the coach.
 - .2) Perform assignments faithfully in a spirit of servant hood.
 - .3) Involve the spouse (if married) in ministry, thus allowing for mutual growth in the appreciation of supportive roles.
 - .4) Receive counsel from the coach, and be directly responsible to the coach and to the sponsoring church leadership.
 - .5) Meet with the Director of Church Ministries or the HST as requested.
 - .6) Provide a testimony to the Saskatchewan Conference of MB Churches as requested.
 - .7) Commit to the completion of the entire, agreed upon, apprenticeship program.
 - .8) Unless otherwise agreed upon by the coach, the sponsoring church and the Director of Church Ministries, the apprentice will reimburse the SK MB Conference of all grant monies received if employment or apprenticeship with a church, other than the sponsoring church, is undertaken.
 - .9) Commit to seeking, together with the Director of Church Ministries, ministry opportunities within the MB denomination after their program is completed.

V.) ROLE AND RESPONSIBILITY OF THE COACH

Recognizing that the impact of the Ministry Apprenticeship Program is based on reliable coaching skills, the coach will be requested to participate in a coaches training course approved by the HST.

- A.) The coach will seek to develop the apprentice's skills and abilities for ministry, facilitate positive growth in the apprentice's attitudes toward ministry, foster the spiritual growth of the apprentice, and interpret the work of the church to the apprentice and the work of the apprentice to the church.
- B.) The coach is a fellow-worker with the apprentice; as such, shares joys, hopes, sorrows, goals, faith, etc. with the apprentice even as the apprentice shares joys, hopes, sorrows, goals, faith, etc. with the coach.
- C.) The coach is a mentor to the apprentice and the apprentice's spouse; as such, seeks to enhance their unity in responding to God's call by encouraging participation by the apprentice's spouse in the life and work of the church.
- D.) The coach is responsible to:
 - .1) Spend sufficient time with the apprentice in a coaching relationship to achieve HST and local church objectives. Coaches will spend a minimum of one hour per week in direct coaching time.
 - .2) Outline the job description and supervise the apprentice in accomplishing the job description.
 - .3) Work together with the apprentice in the performance of ministry duties to enhance training.
 - .4) Communicate with the Director of Church Ministries' office on the progress of the apprentice as requested.
 - .5) Advise the Director of Church Ministries concerning future recommendations regarding the apprentice's giftedness for leadership.

VI.) ROLE AND RESPONSIBILITY OF THE SPONSORING CHURCH

- A.) The sponsoring church/board shall make application for receiving the apprentice prior to the beginning of the apprenticeship, and with that application submit the following:
 - .1) An apprenticeship plan
 - .2) The apprentice's proposed salary including the conference grant
 - .3) The name of the (certified?) coach
 - .4) Remuneration amount for the coach
- B.) The sponsoring church shall provide an opportunity for the apprentice to experience a range of leadership responsibilities in the selected area of ministry.
- C.) The sponsoring church shall provide opportunity for the apprentice's spouse to become involved in ministry so that the spouse may also test and confirm giftedness for ministry.

- D.) The sponsoring church shall provide time for the coach to supervise the apprentice.
- E.) The sponsoring church shall provide opportunities for lay evaluation of the ministry of the apprentice.

VII.) ROLE AND RESPONSIBILITY OF THE SASKATCHEWAN CONFERENCE (HST)

- A.) The Saskatchewan Director of Church Ministries shall supervise and co-ordinate the Pastoral Apprentice Program.
- B.) The HST will seek to:
 - .1) Initiate interest for the program in churches and theological schools.
 - .2) Assist churches in the recruitment of potential candidates.
 - .3) Receive and process applications from interested churches and candidates.
 - .4) Conduct interviews with the coaches, the candidates and their spouses.
 - .5) Make recommendations to the HST regarding placement of apprentices.
 - .6) Provide curriculum material.
 - .7) Meet with the apprentice and the coach within six months after placement, and periodically thereafter, to discuss the apprenticeship and any issues that need resolution.
 - .8) Upon completion of the apprenticeship program, the Director of Church Ministries will arrange for a meeting with the coach and representatives of the sponsoring board/church to discern the apprentice's suitability for leadership ministry.
- C.) The HST shall utilize the following guidelines in fulfilling its responsibilities.
 - .1) Criteria for selecting apprentices

Because of limited resources, both in terms of monies to support apprentices in their work and appropriate ministry settings in which to place apprentices, it will be necessary to evaluate a candidates 'fit' for the apprenticeship program. In carrying out such evaluations, the following criteria will be utilized:

 - a) Spiritual qualifications - the degree to which the candidate meets the qualifications for spiritual leadership set out in I Timothy 3 and Titus 1.
 - b) Commitment and passion for ministry - evidence of giftedness for ministry including the support and encouragement of spouse.
 - c) Demonstration of a servant heart - nature of previous experience in church ministries.
 - d) Demonstration of a commitment to growth and teach ability - Bible School/College education will normally be a prerequisite. Other factors such as age and experience will be considered.
 - e) Compatibility and agreement with MB Confession of Faith and mission.

- .2) Criteria for evaluating church applications
- a) Because of the purposes of the apprenticeship program, applications from churches who have demonstrated commitment to the shared ministries of the conference in giving towards conference ministries and attending conference functions will be given primary consideration.
 - b) Except for Church Planting contexts, churches that are already on conference subsidy will not be eligible for the apprenticeship program.
 - c) Host churches should:
 - i) Permit apprentices to perform meaningful tasks which:
 - Have a range of responsibilities similar to the ultimate objective of the ministry area in which the apprentice will be working.
 - Require the apprentice to take serious ownership and responsibility of ministry.
 - ii) Provide competent coaching by an experienced person who is:
 - Willing to commit time to fulfilling the role of apprentice supervisor.
 - An appropriate model for the apprentice.
 - Able to teach and disciple the apprentice in spiritual development and ministry competency.
 - iii) Provide a climate in which feedback from lay persons may be given in a supportive, realistic manner, with a primary view to preparation for future leadership ministry.

VIII.) FINANCIAL ARRANGEMENTS

A.) Remuneration for the apprentice

- .1) The HST expects that the full time apprentice be paid sufficiently to cover basic living and transportation expenses. The apprenticeship is to be a meaningful and enriching training experience. The suggested guidelines for the apprentice's remuneration are as follows:
- Year I – \$200 per month of fulltime apprenticeship (\$2400 per year)
 - Year II – \$250 per month of fulltime apprenticeship (\$3000 per year)
 - Year III – \$300 per month of fulltime apprenticeship (\$3600 per year)
- .2) Apprentices serving part-time will receive 50% of the above grant monies.
- .3) Available resources will factor into the approval of any new grants.
- .4) Maximum number of active apprentices will be four at any one time.
- .5) Apprentices who have been awarded a Leadership Matching Grant (LMG) from the Canadian M.B. Conference will not be eligible for the Saskatchewan Ministry Apprenticeship Grant in the same academic year.
- .6) It is important to note that the Saskatchewan Conference office will send its monthly portion for the apprentice grant directly to the sponsoring church, which is then responsible to make the necessary payroll deductions and pay the apprentice.

B.) Remuneration for the coach

- .1) The sponsoring church will award a \$50 per month honorarium to the apprentices' local church coach (maximum of \$600 per year).

IX.) INITIATION OF THE PROCESS

- A.) Churches and apprentice candidates may apply for the Ministry Apprentice Program by contacting the Director of Church Ministries' office.
- B.) The Director of Church Ministries of the Saskatchewan Conference will review the request and initiate the formal application process accordingly.

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