



Ministry Residency Program Frequently Asked Questions

What is Ministry Residency?

The St. Andrew's College Master of Divinity (M.Div.) program provides a unique opportunity to integrate theological education with the practice of ministry. Integral to the M.Div. is the Ministry Residency, which includes a Practicum in a ministry setting, undertaken along with five learning circles and other potential courses during the final 20 months of the degree. Ministry Residency usually begins September 1 at the beginning of the third year of the Master of Divinity program.

Who is a Ministry Resident?

A Ministry Resident is a Candidate for Ministry who has been appointed to a SME (Supervised Ministry Education) site (learning site) such as a community of faith.

What do Ministry Residents do?

Ministry Residents experience the full range of ministerial duties. They work half time in community based pastoral care settings such as a community of faith, and study half time in learning circles and other academic work for St. Andrew's College. This combination of work requires a flexible schedule.

What is involved in a learning circle?

The five learning circles require approximately 40 days total in St. Andrew's College and other sites. Learning circles provide opportunities for Residents to reflect on their Residency experience, and to receive support and feedback from faculty and peers.

What are the prerequisites to Ministry Residency?

The prerequisites include completion of a total of 60 credit hours of required course work (except the learning circles) and including clinical pastoral education and the integration seminar. Candidacy status must have been granted prior to the beginning of Residency.

How many credit units do Residents earn in the Ministry Residency?

The final 20 months of the M.Div. program comprise 30 credit units: 15 credits for the Ministry Practicum, 15 credits for the learning circles.

How do Residents apply for Ministry Residency?

Once MDiv students are named Candidates by the Candidacy Board, they gain access to *Church Hub*. When the Candidate has passed the Readiness for SME interview with the Candidacy Board, they can apply to learning sites through Church Hub. The MDiv student, at the latest, should be named Ready for SME and begin looking for learning sites by the end of January prior to the September start of the Ministry Residency.

When do Residents apply for Ministry Residency?

The Candidacy Pathway can take up to two years. MDiv students should be engaging in the Candidacy Pathway before they start the MDiv program. If unable to begin the Candidacy Pathway prior to admission to the MDiv program, the student should be in contact with their Office of Vocation minister to start the Candidacy Pathway as soon as they are admitted to the College. Students need to be named 'Ready for SME' in the January prior to Residency.

What if I cannot find a SME site?

Since the availability of SME sites is dependent on the needs and the capabilities of the community of faith, suitable SME sites cannot be guaranteed. The College and UCC will do their best to assist you in finding an appropriate site, but if you are unable to secure an appropriate site, you may need to defer your program until a site is available.

How are Residents Paid during Ministry Residency?

Residents are eligible for salary, housing and benefits according to the guidelines of the UCC Salary Schedule for a Candidate. Residents are paid by the community of faith through ADP and the community of faith may apply for grants through the Office of Vocation. Residents are eligible for 7.5 weeks of paid vacation leave and five weeks of continuing education leave over the 20-month period of the residency. Benefits and leaves are pro-rated for half time.

Can the Ministry Resident administer the sacraments?

Yes, the regional council where the community of faith is located is the body to grant license to the resident to administer the sacraments. The candidate (MDiv resident) can contact the Pastoral Relations regional council minister where their appointment is located to initiate this process.

How is the Resident evaluated in Ministry Residency?

It is intended that Residents experience the full range of ministerial duties; however, they are to be evaluated according to the quality of ministry service provided rather than the quantity of work done. There are four evaluations that must be completed for both the SME and the MDiv requirements; the same evaluations are used for both requirements. Residents are supported and evaluated by an educational supervisor and a lay supervision team (LST) in the context of a learning covenant developed with the faculty advisor, LST, educational supervisor and Candidacy Board.

Who is involved in the Ministry Residency?

The **Candidacy Board** of the Resident's home regional council approves an individual for candidacy for ministry in the United Church, determines an individual's readiness for accreditation for ordination, and oversees the Candidacy Pathway process. The **Candidacy Board** can also terminate candidacy if necessary. The Candidacy Board can also suggest learning goals and remains supportive throughout the Residency.

The **Pastoral Relations Commission of the Regional Council, or equivalent, where the Residency takes place** endorses the appointment, with salary, pension, housing (or housing allowance), vacation and continuing education leave benefits according to the guidelines of the UCC, pro-rated for half time. The Pastoral Relations Commission informs the General Council Office of the UCC of the appointment and makes sure the community of faith is aware of the grants available (salary support grant and moving grant).

The **Office of Vocation** sets the standards and approves trained educational supervisors. The **Office of Vocation** is responsible for appointing an educational supervisor for a candidate's SME. Prior to the Resident being deemed Ready for SME, the **OV Minister** arranges for Candidacy Board interviews, shares application forms for interviews and supports the student in navigating the Candidacy Pathway.

The **Educational Supervisor** is trained in theological reflection and supervision. They meet with the Resident every two weeks, and is available for further consultations as needed. They are appointed by the OV Minister.

The SME (learning) site is responsible for appointing a **Lay Supervision Team (LST)**. The LST is a group of lay people (recommended three to seven people) associated with the learning site who are dedicated to the ministry and mission of the church. The team support the candidate as they seek to develop competency for ministry leadership. The LST should meet regularly with the Resident to provide both support and constructive criticism as needed.

The Resident's **Circle of Accompaniment** continues to provide support and feedback to the student during the SME. The Circle of Accompaniment does not provide formal evaluations, although once the student is named a Candidate for Ministry, the Circle of Accompaniment has a duty to report to the Candidacy Board any serious concerns about a candidate's promise, suitability, fitness, and readiness for service as ministry personnel.

The Resident's **Faculty Advisor** maintains contact with the Resident, receives and responds to regular journal or critical incident reflections written by the Resident. The faculty advisor may contribute to the four evaluations in the form of a letter or letters. The **Registrar** maintains contact with the Resident, receives and files the evaluations, and is available when there are questions from persons involved with the residency at any point. As well, Ministry Residents support each other!

For more detailed information, consult the St. Andrew's College Ministry Residency Guidelines. For copies, contact the Registrar at standrews.registrar@usask.ca or 306-966-5244