



DLM
Designated Lay Ministry

Designated Lay Ministry Diploma Program

The program for recognition in the United Church as a Designated Lay Minister or DLM¹ is offered at St. Andrew's College (www.standrews.ca), in Saskatoon, Saskatchewan. A DLM is a lay member of the United Church, recognized and appointed by a Region to serve in paid accountable ministry in a community of faith.

The Director of the DLM Program works with a volunteer Program Team. The Program Team participates directly in student admission and assessment, curriculum design and program oversight.

The DLM Program braids together three educational components:

- *Supervised Ministry Education (SME)*: Three years of reflection and integration on the practice of ministry with an Educational Supervisor and Lay Supervision Team in an approved learning site/Supervised Ministry Education appointment. The appointment must be at least 50% time and can be up to full-time.
- *Learning Circles*: Six residential learning circles over 3 years, each of 10 days' duration. The Circles are held in Saskatoon in March/April and October/November. The Learning Circles introduce theory and theology; guide students in reflection on integrating the content with the practice of ministry; and provide a peer setting for deepening formation in lay ministry. The Learning Circles are required for **all** students regardless of previous formal learning or experience.
- *Complementary Courses*: 3 complementary courses are chosen to complement the educational program based on the learning needs and particular ministry focus of the student. Three courses (one per year), each a semester or equivalent long, are taken at theological school, university or educational centre or other venue, as approved by the Director of the DLM Program.

The program also includes two integrative Ministry Papers (after 3 learning circles and after 6 learning circles), and on-line community involvement.

A Learning Covenant Guides the Program

Students are supported to assess the gifts, skills and knowledge they bring into the program and identify the gaps in their background and areas for development. The "Learning Outcomes for Ministry", approved by the United Church of Canada, along with the DLM program's "Marks of Preparedness" guide this assessment. Learning goals are developed to help the student focus on the identified needs, in connection with the topics of each learning circle.

¹ More information on Designated Lay Ministry is available on the United Church of Canada website <https://www.united-church.ca/leadership/entering-ministry/designated-lay-ministry> and on St. Andrew's College website: <http://www.usask.ca/stu/standrews/programs/dlm.php>

Admission Process:

A. Pre-requisite:

As of January 1, 2014, there is a pre-requisite for entry into the DLM program. Applicants must have successfully completed **one** of the following:

- Licensed Lay Worship Leader (LLWL) program
- Lay certificate program at a theological college
- Learning on Purpose module at the Centre for Christian Studies (<http://ccsonline.ca/program/leadership-development/>)
- Prior Learning Assessment (PLA) conducted by a team – please contact the DLM Director for more information

B. Candidacy Pathways:

People interested in becoming a DLM should be in touch with the Office of Vocation minister for their area. <https://www.united-church.ca/leadership/supporting-ministry/office-vocation>

1. Candidacy Board:

The Candidacy Board determines readiness to become a DLM Candidate. Persons applying to the DLM Diploma Program must be named a DLM Candidate before they are eligible to seek an appointment in a Supervised Ministry Education site (of at least 50% time). DLM Candidates without an appointment will be admitted conditionally to the DLM Diploma Program until they have secured an appointment. Either can proceed first: the admission to the DLM program or the appointment, but neither can be finalized until the other happens.

2. Supervised Ministry Education (SME) site:

Admission to the DLM Diploma Program requires an appointment in a Supervised Ministry Education site of at least 50% time. Once a student is named a DLM Candidate, they are eligible to seek an SME appointment.

C. Applying:

Please be in touch with the DLM Director as soon as possible to discuss the DLM Program and to request an application package. It can take some time to put the application together, so potential applicants are advised to be in touch early in their process.

Applications are received twice per year. Once a student is accepted, the Director of the DLM Program works with them to plan their program. A student may complete a complementary course and/or be supported to meet gaps in their writing or computer skills prior to coming to the first Learning Circle. Applicants must be able to demonstrate that they are able to undertake academic work at the university entrance level.

***Deadlines for applying:
for a March/April learning circle, apply by December 1;
for an October/November learning circle, apply by June 1.***

Current Program Costs for students entering the program

These are the costs for ONE year (two learning circles)

Application fee (one-time only, non-refundable)	\$75
Student Portion of Tuition March/April learning circle (due January) October/November learning circle (due September)	\$1200 \$1200
Accommodation and meals for two learning circles – costs are approximate. <i>Students are responsible for their own accommodation and meals; however, there is an option to buy in to a catered meal plan for many (not all) meals at the learning circle. Payment for catered meals is due the first day of each learning circle</i>	~\$2000-\$2300 <i>(accommodation ranges from about \$650-800 per learning circle; catered meals cost about \$250 per learning circle; additional meals on own ~\$100-\$150 per circle)</i>
Course Pack and Books for two Learning Circles	Approximately \$200-300
SUB TOTAL	Approximately \$4800-5000

Additional costs that will be incurred in order to complete the DLM Program include:

- Travel to Learning Circles (Students may apply for a partial travel subsidy)
- Computer and high-speed (where available) daily accessible internet
- Tuition and related costs for Complementary Courses
- Costs related to meetings with the Educational Supervisor

Learning Circle Themes

The six learning circles are offered in rotation each March/April and October/November over the course of three years. Each circle is 10 days long. New students join the rotation as they enter the program. DLM identity is an overarching theme that is addressed in each learning circle.

Please see the website for dates for the learning circles: <http://www.usask.ca/stu/standrews/programs/dlmlearningcircles.php>

Caring for Community

- Ecology and stewardship
- Pastoral care
- Pastoral Occasions & Contexts (eg. Birth, marriage, funerals; nursing homes, prisons, hospitals)
- Ethics
- Boundaries in ministry

The Community's Story

- Biblical story – how we tell story; exegesis of text & context
- Proclamation (including preaching & evangelism)
- UCC history and theology
- Worship
- Sacraments

The Learning Community

- Educational Design & Facilitation
- Lifelong learning (includes life/faith stage development and learning styles)
- Study Programs (Children's ministry, Youth ministry, Adult ministry, confirmation)
- Theology of Learning in Community

Organizing Community

- Governance & polity in the church
- Congregational models (development and re-development)
- Administration (including time management)
- Context and social analysis of community (eg. Outreach, evangelism)
- Working in team
- Belonging to Larger/wider Community (eg. Ministerials, relationships in wider community)

Leading in Community

- Leadership models
- Modeling effective leadership in various ministries
- Transformative leadership
- Missional Leadership (including evangelism & outreach)
- Prophetic leadership
- Conflict resolution

Living Diversity in Community

- Pluralism/multi-faith and Inter-cultural and ecumenical understandings
- Justice in theological understandings (Understandings of charity & justice-making)
- Social issues (eg. Gender, racism, sexuality, etc.)
- Right relations & reconciliation
- Advocacy & Solidarity

Educational Principles Guiding the Program

The Program is rooted in an experiential learning model that includes doing, reflection, theory/theology, analysis and action. Learning happens not by the doing, but by both doing and reflecting on the doing. As adults, students take responsibility for, and become involved in their own learning and that of others. Learning is shaped by the context: it is a communal activity.

It is the nature of God's creation to change, adapt and grow in response to the stimuli of the environment. In this complex web of relationships learning is a faithful response to God's call.

Learning is a process and discipline that occurs within a community of trust, where there is openness to risk, and where support, challenge, and feedback are available. Learning involves mutual accountability between and among all those involved.

Learning encompasses the whole being of a person, the intellect, body, spirit, emotions, and intuition. Structured learning environments are lively: expressions of spirit are fostered, ideas are exchanged and probed respectfully, emotions are shared with integrity, new behaviours are tested. Full participation is expected. Learning is a life-long process. Learning together to acquire the skills, passion and discipline for ongoing education is an important goal.

For More Information or to Apply:

Please contact the Director, Kathleen-James Cavan, for more information:

djm.director@usask.ca

306.966.8943

For further information on the process to become a DLM, visit The United Church of Canada website at <https://www.united-church.ca/leadership/entering-ministry/designated-lay-ministry>