

Gordon-Conwell Theological Seminary

## *Mentored Ministry*

Mentored Ministry Department

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### POSITION DESCRIPTION FORM

This form is to be completed by the person who will act as mentor of the seminarian. The information will be summarized and posted for students to read and the complete form will be available as well.

Church/Project \_\_\_\_\_ Denomination: \_\_\_\_\_

Address \_\_\_\_\_  
(Street) (City) (State) (ZIP)

Approved Mentor's Name \_\_\_\_\_ Phone \_\_\_\_\_

E-Mail and/or Web Address: \_\_\_\_\_

**Position Description:** (Describe the kinds of opportunities the student will have in this project to learn and do ministry under your supervision. This is not a job description but rather a listing of the types of experiences available. Job expectations for the student and supervisor will be stated in the Learning Covenant).

**Hours Involved:** (Please note the hours you expect the student to engage in this project on a weekly basis, including time for preparation, supervision, and involvement in ministry but not including driving time).

Estimated length of commute from Gordon-Conwell: \_\_\_\_\_

**Please continue on the next page**

FOR OFFICE USE

\_\_\_\_ Notebook    \_\_\_\_ Elec. archive    \_\_\_\_ Web site    \_\_\_\_ Student e-mail    \_\_\_\_ B .Board    \_\_\_\_ File archive

**Financial Arrangements:** (Indicate all financial details, if any, for the position.)

**Time Frame:** (State when the project is to begin and end, and whether these dates are flexible. There are 3 start-up periods each year at the seminary—Fall semester: September-December; Spring semester, January-April; and Summer: May/June-August.)

**Student Characteristics:** (Comment on the personal characteristics and qualifications you desire in a seminarian.)

**Church Characteristics:** (Comment on the characteristics your church has to offer a seminarian.)

Do you desire for the student to be of the same denomination as this church/project?

Yes                       No                       Open to Discussion

This position is open to:     men only                       women only                       both/either

**Your Supervisory Status:** (Please state if you have been approved to be a supervisor of seminarians, and the nature of the approval from Gordon-Conwell or another seminary.)

Signature \_\_\_\_\_ Date of completing this form \_\_\_\_\_