The Office of Field Education  
LEARNING - SERVING COVENANT  
(due 3 weeks into term)  

Name of Student ____________________________  
Name of Church/Institution _________________________________  
City __________________ State ___________________________  
Name of Pastor/Supervisor ________________________________  
Name of Lay Mentoring Team Chairperson ________________________  
Assignment Beginning Date: _______________  Ending Date: _______________  
Supervisor’s email: ___________________________  Supervisor’s Phone #: ___________________________  
Student’s Duke email: _______________@duke.edu  Student’s Cell Phone #: ___________________________  
Intern’s Previous Field Education Experience:  
_________________________________________________________________  

☐ We have read and discussed “Welcome to Theological Field Education!” provided by the Office of Field Education, prior to completing this Learning-Serving Covenant.  
http://divinity.duke.edu/academics/field-education/forms-and-policies  

Supervisory Conference Plan (intentional time set aside for student and supervisor to meet; minimum of one hour per week on average):  
____ Weekly  Day ___________  From _________ To _________  
____ Bi-weekly  Day ___________  From _________ To _________  
Location: ________________________________________________  

Arranged Time Off (other than weekly day off):  
_________________________________________________________________  

Other Special Considerations:  
_________________________________________________________________  
_________________________________________________________________  
_________________________________________________________________
SECTION I
(to be completed by the intern in consultation with the supervisor)

A. Briefly describe your long-range vocational plans.

B. In your field education setting you can expect to have a broad range of ministerial experiences. The Learning—Serving Covenant focuses your energies and helps you and your supervisor prioritize your time commitments. What are one or two ministerial arts of which you would like to gain experience? Consider this list.

- Preaching
- Pastoral Care
- Liturgical/Worship Arts
- Ministerial Leadership
- Evangelism
- Social Witness/Advocacy
- Administrative and Organizational Skills
- Teaching and Disciplemaking
- Intercultural Competency

C. Name with greater specificity experiences you would like to have and reflect on theologically with your supervisor-mentor? For example, “I would like to focus on Pastoral Care and practice hospital visitation.” Tie each experience you hope to have with its related ministerial art.

Taken together you now have specific and realistic goals for learning. As a result, (in this example) you should be able to say at the end of this field education opportunity, “I feel more comfortable in my role as a Christian caregiver in hospital settings and am better equipped to do so as a minister.”
D. List other duties that will be expected of you as intern in this field setting which may not contribute directly to your focused learning goals in question B.

SECTION II
(to be completed by the supervisor after the intern has completed Section I)

A. Do you consider these learning goals appropriate for this field setting? Explain.

B. Are these learning goals realistic and adequately challenging for this intern at her/his stage of vocational development? Explain.

C. Describe your personal and professional commitment to this intern’s learning process and your plan for supervision and mentoring. Who else in the congregation/ministry or among your professional colleagues might assist this student in experiencing the growth and formation they have identified?
SECTION III
(to be completed by the Lay Mentoring Team chairperson or supervisor
where the LMT is not yet organized)

A. List the supporting arrangements for the intern provided by the church/institution:

Travel: ____________________________________________
Meals: ____________________________________________
Housing: ____________________________________________
Regular time off: ______________________________________
Other: ____________________________________________

B. Lay Mentoring Team Meetings Planned (more may be scheduled if necessary or desired):

First meeting – to review the Learning-Serving Covenant (2 weeks into term) on/about: _______

Second meeting – to complete the Mid-term Review (mid-term) on/about: _________________
(for academic term placements only)

Third meeting – to complete the Final Evaluation (one week before end of term) on/about: ______

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We understand and agree to this covenant:

Intern: __________________________ Date: ___________

Supervisor: ______________________ Date: ___________

LMT Chairperson: __________________ Date: ___________

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