Name of Student: ________________________________________________
Name of Church/Institution: ________________________________________
City: __________________________________________ State: ______________
Name of Pastor/Supervisor: _________________________________________
Name of Lay Mentors: _____________________________________________
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

☐ The supervisor is participating in the Certification For Supervision program being offered through the office of Ministerial Formation.

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 ________________
Assignment Beginning Date: ____________________ Ending Date: ________________
Arranged Time Off (other than weekly day off):
____________________________________________________________________________________

Taking into account any arranged time off, the student will serve a total of 10 weeks/11 weekends during this placement period.

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
- Cultural Humility

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 to be realistic and adequately challenging for this intern at their stage of vocational discernment as well as appropriate for this field setting? Explain.
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

B. 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 Group or supervisor)

A. List the supporting arrangements for the intern provided by the church/institution:
   
   Travel: ________________________________
   Housing (Summer Only): ________________________________
   Regular time off: ________________________________
   Other: ________________________________

B. Lay Mentor Meetings Planned (more may be scheduled if necessary or desired):
   
   Your first meeting – to review the Learning-Serving Covenant (2 weeks into term): ____________
   Additional meetings with individual mentors or group: ________________________________
   Your last meeting – to complete the Final Evaluation (one week before end of term): ____________

******************************************************************************
We understand and agree to this covenant:

Intern: ________________________________ Date: ____________
Supervisor: ________________________________ Date: ____________
Lay Mentors: ________________________________ Date: ____________