

The Residency Program of The Central Texas Conference of The United Methodist Church

Mandate

¶ 326. *Service of Provisional Members* - All persons who are provisional members shall be appointed by a bishop (¶430) and serve as a provisional member of the annual conference for a minimum of two years following the completion of educational requirements for full connection. During the provisional period, arrangements shall be offered by the Board of Ordained Ministry for all provisional members to be involved in a residency curriculum that extends theological education by using covenant groups and mentoring to support the practice and work of their ministry as servant leaders, to contemplate the grounding of ordained ministry, and to understand covenant ministry in the life of the conference. Provisional members may be appointed beyond the local church. Wherever they are appointed, the service of provisional members shall be evaluated by the district superintendent and the Board of Ordained Ministry in terms of the provisional member's ability to express and give leadership in servant ministry.

Rationale

The residency program is a critical component of the credentialing process of the Board of Ordained Ministry. It is designed to allow the resident to utilize the knowledge and skills acquired during seminary, to develop their ability to reflect theologically upon their experiences in ministry, and to engage in critical self-reflection of their ministerial role. It is also designed for the BOM to receive the feedback necessary to determine the resident's fitness and readiness for ordained ministry in the Central Texas Conference.

In order for the Board of Ordained Ministry to perform this critical task adequately, each component of the residency program (with the exception of the Peer Support Group) is designed to provide feedback for the Board of Ordained Ministry. The evaluations received, together with the annual paperwork that the resident provides and the content of the spring interviews, will help the Board of Ordained Ministry ultimately to confirm that the resident is called to ordained ministry in the United Methodist Church and is ready to assume the rights and responsibilities of ministry in full connection.

The Board of Ordained Ministry recognizes that this process of evaluation can last from two to eight years (2008 *BOD*, ¶327). A two-year process has been defined by the BOM; however, it is possible that the BOM will require that the resident spend additional time in residency. Such a decision would indicate that the BOM has not received adequate and/or satisfactory feedback about the resident's readiness to assume the role of ordained clergy.

April 09

Mentoring

GBHEM MISSION: The mission of mentoring is to promote vocational identity and effective ministry through a relationship that provides support, accountability, and growth in Christian maturity.

THE CTC BOM PURPOSE: The purpose of the mentoring component of the CTC BOM Residency Program is to foster a lifelong practice of living in intentional collegial relationships for personal, spiritual, and professional growth. The mentoring component is also designed to provide residents with the opportunity to articulate their ability to engage in theological reflection and critical self-reflection in their ministry setting. This will be achieved through the preparation of written verbatim and process notes and dialogue with a BOM-trained mentor who will provide feedback to the BOM.

The resident will:

1. Be engaged in a mentoring relationship with an elder/deacon/local pastor from the Central Texas Conference;
2. Meet at least 10 times from July 1st of the first year in residency until the residency paperwork is due in the January 15 of the 2nd year. In an attempt to gain adequate evaluative knowledge to be discussed at the November conversation, the first three of these meetings should be completed before the resident's November conversation date. EACH meeting of the resident and the mentor should be AT LEAST 90 - 120 minutes in length to provide ample time for conversation and reflection.
3. Attend a mandatory mentor/resident training session to be held in May of the first year of residency. This meeting will constitute the first of the 10 required meetings;
4. Have at least one mentor/resident meeting on site of the resident's ministry setting;
5. Provide a verbatim or process note on an issue/event/ or situation which has occurred in the resident's ministry setting, at least 24 hours in advance of the scheduled meeting;
6. Engage in a theological discussion pertaining to the above mentioned issue/event/ or situation;
7. Spend adequate time reflecting after each mentor/resident session answering the following questions:
 - a. What new insights did I gain about God?
 - b. What new insights did I learn about myself?
 - c. How will this new knowledge or insight help to make me a more effective clergyperson?The answers to these questions, along with the required final reflection paper, are to be included in the final paperwork.
8. Provide a 2-4 page reflection paper on the effectiveness and helpfulness of the mentor relationship to be included in the yearly paperwork to be completed by January 15 of each year of residency.

The mentor will:

1. Attend a mandatory training session to be held in the month of May during the first year of residency;
2. Ensure that theological discussions occur pertaining to the verbatim or process notes provided by the resident;
3. Spend at least one session on site of the resident's ministry setting;
4. Meet with the resident at least 10 times from July 1st of the first year of residency until the resident's paperwork is completed in January of the 2nd year;
5. Spend adequate time reflecting on the experience of each meeting answering the following questions:
 - a. what new thing did I learn about the resident as a result of this meeting?
 - b. what growth has taken place as a result of our last conversation?
 - c. What concerns do I have about this resident as a result of our conversations?
6. Provide an evaluation of the resident to be given to the BOM prior to the Spring interview, using the form to be given out at the resident/mentor training in May.

The BOM will:

1. Provide adequate training for the mentors and residents at a training session to be held in May of the first year of residency;
2. Select mentors and residents with regard to the needs of the resident, geographic location, and with some input from the residents;
3. Maintain the mentor/resident relationship for the entire process; and
4. Provide support for the mentor and the resident in an attempt to keep the relationship viable and beneficial for both.

April 09

Covenant Groups

GBHEM MISSION: In covenant groups, commissioned ministers receive encouragement for the practice and work of ministry as servant leaders. They reflect on the grounding of ordained ministry and consider covenant ministry in the life of the annual conference (§1326, *2008 Book of Discipline*). Participation in a covenant group during the residency program is part of the process of vocational discernment. *For those who proceed into ordained ministry, it forms habits and practices of accountable, covenant ministry that will continue through their participation in the order of deacons or the order of elders.*

THE CTC BOM PURPOSE: The purpose of the Peer Support Group is three-fold:

1. To foster a lifelong practice of living in mutually supportive, trusting relationships with peers and colleagues,
2. To provide a confidential community where the residents can share their experiences in ministry and their personal life with others who are in the residency process, and
3. To provide the resident with the guidance of a mental health professional for the purpose of establishing essential professional practices (i.e. boundary setting, self-differentiation, self-care, etc.)

The purpose of the Lay Covenant Committee is to provide accountability and constructive feedback for the resident in his/her ministry setting and to serve as an evaluative tool for the BOM to better understand the resident's effectiveness in his/her ministry setting.

The resident will:

(1-3 pertain to the Peer Support Group)

1. Be engaged in a peer support group of other residents in the Central Texas Conference
2. Participate fully in the peer support group by:
 - a. being present at all meetings,
 - b. engaging conversationally in all sessions,
 - c. spending adequate time reflecting on each session
3. Meet 12 times with the peer support group, including the orientation meeting to be held in August of the first year of residency, from September of the first year until March of the final year of residency

(4-7 pertain to Lay Covenant Group)

4. Be engaged in a lay covenant group consisting of persons in the resident's ministry setting
5. Meet with the lay covenant group 6 times. The first of these meetings is the Lay Covenant Group orientation meeting to be held in July of the first year of residency
6. Create a covenant for learning document in cooperation with the appropriate supervising body. This document will serve to guide both the learning and the evaluation of the resident. The resident will choose from a list of core competencies, created by the BOM, when creating the covenant for learning document
7. Will agree with the appropriate governing body during the July orientation meeting upon the core competencies to be considered during the lay covenant group experience. During each meeting of the lay covenant group, discussions and

reflections will concern the specific core competency which was dealt with by the resident. At the final meeting of the Lay Covenant Group, an evaluation of the perceived progress of the resident will be completed. The basis for this document will be shared with the resident and the lay covenant group and will be distributed at the orientation meeting.

The BOM will:

1. Be responsible for securing the services of a trained and qualified counselor to facilitate the peer support group sessions;
2. Provide overall guidance and direction of the sessions, not giving specific directives, but a scope of the issues to be discussed;
3. Provide training and guidance to the lay covenant group during the orientation meeting in July of the first year of residency.

April 09

Supervision

GBHEM MISSION: Thorough assessment and careful supervision of new leadership in the church is critical for the development of effectiveness and a truly healthy church. Provisional members are supervised by both the district superintendent and the conference board of ordained ministry. The district superintendent oversees all commissioned ministers in the appointive ministry. This includes routine procedures such as clergy meetings, interviews, and annual reports about the provisional member. The board of ordained ministry oversees the processes toward full membership and ordination, sets times for interviews, and develops expectations for effectiveness in ministry.

THE CTC BOM PURPOSE: The purpose of supervision, as defined by the Central Texas Conference Board of Ordained Ministry, is to foster a lifelong practice of living under the authority of the United Methodist Church system of oversight and accountability. In addition, the process of supervision provides feedback to the BOM concerning the resident's progress through the residency program and his/her readiness for continuation or ordination.

The resident will:

1. Schedule an on-site visit with his/her DS during August, September, or October of the first year of residency. The sole responsibility of scheduling these meetings lies with the residents and should be scheduled with the appropriate DS as soon as possible due to the nature of the Cabinet's schedule.
2. Attend a reflection/supervisory meeting during the first two weeks of November, during their first year of residency only, with the DS, mentor, and residency or assistant residency registrar
3. Provide the SPRC/Board of Directors/Supervisor with an evaluative questionnaire to be completed and returned with January paperwork
4. Participate in annual supervisory meetings and district clergy meetings as called by the DS.
5. Participate in the BOM Spring interviews for the purpose of evaluation of resident's progress and assessment of fitness and readiness for continuation or ordination.

The BOM will:

1. Provide the DS and the SPRC/Board of Directors/Supervisor with required evaluation tools.
2. Ensure that the Residency or Assistant Residency Registrar participates in the November conversation.

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Continuing Theological Education

GBHEM MISSION: An emphasis on learning has been characteristic of the Methodist movement from its beginning and continues to be vital for effective ministry. The years of provisional membership as a commissioned minister are intended to foster habits, attitudes, and practices of theological study that will influence one's entire ministry.

THE CTC BOM PURPOSE: The purpose of continued theological education is to foster a lifelong practice of personal and professional development through study and enrichment opportunities. During the residency program, BOM seminars will emphasize four essential areas of professional competency: preaching, evangelism, leadership, and spiritual/character formation.

The resident will:

1. Attend a total of four two-day seminars at Still Water Retreat Center at Glen Lake Camp, for the purpose of:
 - a. continued theological education in the following areas: Preaching, Evangelism, Leadership, and Spiritual/Character formation,
 - b. continued education in family systems strategies begun in the Residency Retreat,
 - c. a time of reflection and sharing with other residents.
2. Pay a portion of the seminar costs. Residents are encouraged to seek money from their local church or other ministry setting and/or to request Ministerial Education money from the BOM (up to \$200.00 per year; \$800.00 per quadrennium; MEF forms are available on the BOM website)

The BOM will:

1. Secure the leadership of trained and qualified seminar leaders;
2. Provide up to \$200.00 per year/\$800.00 per quadrennium per resident (upon request) from the Ministerial Education Fund to be used in continuing theological education;
3. Subsidize a portion of the costs of the seminars.

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Personal Spiritual Retreat

Fostering lifelong practices of healthy and effective ministry is one of the residency program's main objectives. While skills and professional practices are among these lifelong practices, the Board of Ordained Ministry recognizes the need to maintain spiritual health, as well. Our Book of Discipline states that, *“a clergy member’s continuing education and spiritual growth program should include such leaves at least one week each year and at least one month during one year of every quadrennium. Such leaves shall not be considered as part of the minister’s vacations and shall be planned in consultation with their charges and other agencies to which they are appointed as well as the bishop, district superintendent, and annual conference continuing education committee.”* ¶ 351.2 BOD

In an attempt to foster this lifelong practice of a healthy spiritual life, the Residency Program of the Central Texas Conference requires that each provisional member, before the completion of the residency program, take a three- or more day spiritual retreat. The resident has flexibility in creating such a retreat by determining the date, time, place, and overall structure of the retreat; however, the retreat should include times of silence, Scripture reading and reflection, prayer, and rest.

The following list of suggested retreat locations is offered:

Pastor’s Retreat Network

www.pastorsretreatnetwork.org

St. Benedict Monastery Retreat and Spirituality Center

www.osbcanyontx.org

Omega Retreat and Spirituality Center

www.boernebenedictines.com

Lebh Shomea House of Prayer Sarita, Texas

www.lebhshomea.org

Three Mountain Retreat

www.threemountainretreat.com

Glen Lake Camp and Retreat Center/Still Water Lodge

www.glenlake.org

- Upper Room Five Day Academy/Two Year Academy
 - www.upperroom.org

While this is not an exhaustive list of retreat locations, it is a good place to begin. Others may include a backpacking excursion or a cabin in the woods at a place of your choosing. This retreat is NOT a work camp, service project, or seminar. Your retreat may follow a structured program, or you may choose to experience an unstructured time of spiritual reflection. Regardless, this should be a time of rest, reading, reflection, and rejuvenation. **All retreats shall be validated in advance by the Residency Registrar or Assistant Residency Registrar.**

The resident may incur a cost for the completion of this requirement. It should be noted that residents may apply for a grant of \$200.00 per year/\$800.00 per quadrennium from the Ministerial Education Fund through the Board of Ordained Ministry. Please contact Gala Trimble at the BOM office for further information or go to www.ctcbom.org for guidelines and forms.

Upon completion of this requirement, the resident is to submit a 2-3 page reflection paper about his/her experience, along with his/her annual paperwork to be submitted by January 15.

Conference-related Ministry Requirement

The Board of Ordained Ministry recognizes that the local church exists in connection with and supports other United Methodist Churches, agencies and ministries throughout the world. During the residency program, residents are required to spend at least one day on-site participating in a Conference-related ministry setting of their choosing. Through this experience, the resident should gain an understanding of how the United Methodist Church is involved in this ministry. The residents should intentionally seek out a ministry experience that is new to them.

The purpose of this requirement is to help the resident experience first-hand how the ministries of the United Methodist Church exist in connection with one another and how the people of the United Methodist Church are engaged in ministries of social justice and evangelism outside the local church setting.

Residents should choose from one of the following ministry settings:

- Glen Lake Camp & Retreat Center
- Lydia Patterson Institute
- Wesley Foundations
- Metropolitan Board of Missions
- United Community Centers
- Aldersgate Enrichment Center
- Africa University
- Justice For Our Neighbors Clinic
- Tarrant County Restorative Justice Center
- Methodist Children's Home
- Methodist Mission Home
- Wesleyan Homes
- Central Texas Conference Youth in Mission
- Laura Edwards Center

A 2-3 page reflection paper describing the resident's experience should be included with the January paperwork the year the requirement is met. The paper should include a description of the resident's experience with this ministry and his/her understanding of the connection that exists between this agency and the United Methodist Church.

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Clinical Pastoral Education Requirement

Clinical Pastoral Education, or CPE, is an experience in process education which has been shaped by history and yet remains responsive to the present-day cultural developments which will affect the resident's pastoral formation. The heart of CPE is ministry with people and learning from that ministry through reflection, discussion, and evaluation with other students and the CPE supervisor. In the CPE experience, the resident will utilize verbatims (in the form of Pastoral Care Reports), case studies, and other ministry descriptions to present his/her ministry to supervision. The focus in some seminars will be on what is happening to the resident, the care giver, as much as on what is happening to the people receiving ministry. There will be discussions which assist the resident in understanding theological issues arising from experience. There will be opportunities to learn from behavioral sciences while also reflecting theologically, so the resident can draw from both in understanding the human condition. Residents will be challenged to think about groups and social structures, as well as individuals in defining their ministry. Residents also will be part of a dynamic learning group with other students and the CPE supervisor, which will provide opportunities for mutual supervision, care giving, challenge and appreciation. Within the interdisciplinary team process of helping persons, residents develop skills in interpersonal and inter-professional relationships.

It is the belief of the Board of Ordained Ministry that the knowledge and skills gained in the CPE process are beneficial to the overall effectiveness of the residents as they prepare for ordained ministry in the United Methodist Church. In short, the objectives of the CTC UMC BOM Residency Program are almost identical to those of CPE. One way to make optimal use of the Residency Program and make significant steps on the journey to becoming a life-long learner is through one unit of CPE while in seminary. Developing awareness of self and others, while focusing on the various fields of study provided in seminary, provides a prospective clergy person with the opportunity to begin the process of integrating head and heart that is the requisite for effective ministry in the 21st century.

Those residents who seek to be ordained in the year 2014 and for every resident following will be required to complete 1 unit of CPE prior to ordination in the Central Texas Conference. Those residents who seek to be ordained prior to the year 2014 will be strongly encouraged, and at the discretion of the BOM may be required, to complete 1 unit of CPE.

The resident should go to www.acpe.edu to find a listing of sites which offer the CPE unit required by the CTC Residency Program.

The fees for these programs range in price from \$200.00 - \$500.00 and are the responsibility of the resident.

[If the CPE is completed for seminary credit, please note that Grant-in-Aid money is available from the BOM to help with seminary tuition costs. For more information, contact the BOM office (www.ctcbom.org).]

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PROPOSED POTENTIAL TIMELINE -- THIS IS NOT A "HOW TO", IT IS MERELY A SUGGESTED TIMELINE

January					
February					
March					
April	Spring Interviews	Residency Retreat			
May		Mentor/Resident Training			
June	Annual Conference				Lay Cov Grp Orien
July		Mentor Meeting		Peer Support Group Orinetation	
August				Peer Support Group	
September		Mentor Meeting			
October	2 Day Cont Theo Ed Sem @ Stillwater				Lay cov grp
November	November Conversation	Mentor Meeting		Peer Support Group	
December					
January	Paperwork Due	Mentor Meeting		Peer Support Group	Lay Cov Group
February	2 Day Cont Theo Ed Sem @ Stillwater				
March		Mentor Meeting		Peer Support Group	Lay Cov Grp
April	Spring Interviews				
May		Mentor Meeting		Peer Support Group	Lay Cov Grp
June	Annual Conference				
July		Mentor Meeting		Peer Support Group	
August				Peer Support Group	
September		Mentor Meeting		Peer Support Group	
October	2 Day Cont Theo Ed Sem @ Stillwater (possible mtg with Bishop Lowry)			Peer Support Group	Lay Cov Grp (fin)
November	Meeting with DS	Mentor Meeting (final)		Peer Support Group	
December					
January	Paperwork Due			Peer Support Group	
February	2 Day Cont Theo Ed Sem @ Stillwater				
March					
April	Interviews			Peer Support Group (final)	
May					
June	Annual Conference - Ordination				

Contact information for Residents

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