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Certificate in Ministry of Supervision (PT130)
October 17-21, 2022 - online

PURPOSE: The **Certificate in Ministry of Supervision** provides participants with the information and skills to mentor individuals preparing for ministry by equipping them for supervision including pastoral practices, leadership, reflection, feedback and spiritual guidance. It is designed for clergy and lay individuals who are interested in supporting students and communities for supervised ministry education (SME), internships and field education. Attention will be given to those wanting to supervise in the United Church of Canada but the course will be adapted and include training for other denominations.

PREREQUISITES: A minimum of five years of post-ordination or commissioning, experience in congregational ministry leadership OR equivalent lay leadership.

COMPETENCE OBJECTIVES

Teaching

- describe, understand and use the action-reflection model for learning
- understand and use the lenses of intercultural church and racial justice
- design, develop, and evaluate the implementation and tending of learning goals
- identify the components of a learning covenant and be able to assist in its completion
- access and complete necessary forms
- understand and apply the Sexual Misconduct Prevention and Response, Workplace Violence and Harassment, and Racial Justice policies or applicable polices for your denomination
- understand and articulate appropriate boundaries in supervision
- give timely and effective feedback so there are no surprises in written evaluations
- understand the appropriate roles of the supervisor, supervisee, and lay supervision team
- understand the power dynamics of supervision
- understand the basic theory of supervision
- understand and interpret the Candidacy Pathway of The United Church of Canada or process in your own denomination
- understand and be able to utilize various supervisory tools (verbatim, case studies, etc.)

Mentoring

- demonstrate familiarity with conflict strategies and effective approaches to conflict
- engage in theological reflection on day-to-day issues
- understand the importance of self-care
- describe and use skills for coping with and responding to inappropriate behavior

- guide supervisees in identifying when to ask for help and developing strategies for seeking help
- demonstrate good self-awareness as a supervisor
- guide supervisees in integrating learnings into their practice of ministry and identity in ministry

Supervisor's Vocation

- engage meaningfully with others who have different theologies, learning styles, personalities, or ethnic, racial, or social backgrounds
- demonstrate sensitivity to diversity in sexual orientation and gender identity, and openness to deeper learning
- show confidence and compassion when engaging in difficult conversations with supervisees
- understand the different streams of ministry in the United Church of Canada and how the needs of supervisees may differ
- recognize that different theological schools have different expectations of supervisors, identify those expectations, and adapt practice to suit
- adapt to both onsite and offsite supervision
- adapt to both face-to-face and online supervision
- articulate a theology of ministry grounded in the experience of supervised learning

Administration

- access and complete necessary forms
- describe the process for applying to be recognized as an educational supervisor in applicable denominations

FORMAT AND CONTENT:

The course will take place as a five-day intensive with three-hour synchronous class time on zoom each day. Open to students from any region of Canada or beyond and from any denominational background. Attendance and participation are required each day unless previously arranged with instructors for urgent matters. Engagement in discussion shall be considered as part of class participation, this includes evidence of having read materials. Class modules will include content (lecture), questions and answers, case studies, reflections and break out groups. There will also be small groups for practice supervision which will require time OUTSIDE OF SCHEDULED CLASS TIME.

TEXTS: Handbooks and background articles will be provided via CANVAS (the platform used for access to class material).

Required: Johnson, Abigail. *Shaping Spiritual Leaders: Supervision and Formation in Congregations*. 2007. Alban Institute, Virginia.

Blodgett, Barbara J. and Flooding, Matthew. *Brimming with God*. 2015. Pickwick Publishing, Eugene, Oregon.

Other readings may be selected and distributed from the bibliography following copyright guidelines

Further Reading/Bibliography

Blodgett, Barbara J. and Flooding, Matthew. Brimming with God. 2015. Pickwick Publishing, Eugene, Oregon.

Flooding, Matthew. Engage: A Theological Field Education Toolkit. 2017. Rowman and Littlefield, Lanham, Maryland.

Reflective Practice: Formation and Supervision in Ministry (An Online Open Access Journal)
<http://journals.sfu.ca/rpfs>

Senior, John and Flooding, Matthew. Empower: A Guide For Supervisor-Mentors In Theological Field Education.2020. Rowman and Littlefield, Lanham, Maryland.

COURSE POLICIES

1. **Attendance:** students are expected to attend all classes unless excused by the instructors
2. **Reading and assignments** Students are expected to read all required assignments before class and to complete all assignments as outlined in the syllabus within the specified dates of the course and term.
3. **Inclusive language:** In speaking and writing, inclusive language is expected when making reference to humans and a variety of metaphors are anticipated when making reference to God.
4. **Assignment and Course Evaluation**
 - Evaluation will be provided via instructor feedback during in-class discussion as well as peer evaluation during small group assignments. No number grades or weights of assignments are calculated, nor are final grades given numerical equivalents.
 - Instructors will review and recommend or not recommend a participant for credentialing as a supervisor within their denomination.
 - For a passing grade in the course, all assignments must be completed.
 - Certificates of Completion will be given.
5. **VST is committed to creating safe space and an inclusive learning environment.** If you have a diagnosed or suspected learning disability, chronic condition, mental health concern, or physical requirement which you anticipate may impact your participation in this class, you are encouraged to discuss your needs with the instructor prior to the first day of classes.

CALENDAR
Schedule

Session and Date	Topic	Reading and Resources for Session (please review prior to session)	Optional Reading
October 17	Welcome Introduction Supervision Theory	<i>The Purpose and Function of Supervision in Ministry.</i> Kenneth Pohly	Johnson, Abigail. "Supervision In A Congregation" in <i>Shaping Spiritual Leaders. pp 1-13</i> Virginia: Alban,2007.
October 18	Learning Covenant Learning Goals Tools for Supervision	Learning Covenant: A Resource for Supervised Ministry Education https://www.united-church.ca/sites/default/files/handbook_sme-learning-covenant.pdf Learning Outcomes for Ministry Leadership https://www.united-church.ca/sites/default/files/resources/learning-outcomes-ministry-leadership.pdf Johnson, Abigail. "Leadership and Supervision" and "Learning in Congregational Life" in <i>Shaping Spiritual Leaders. Pp 15-29.</i> Virginia: Alban,2007.	Competencies for Ordination to the Priesthood: https://www.anglican.ca/faith/ministry/education/competencies-priesthood/
October 19	Theological Reflection	Blodgett, Barbara J and Flooding, Matthew. "Theological Reflection Defined" in <i>Brimming with God. 4-15.</i> Eugene: Pickwick, 2015.	
October 20	Power / Conflict Feedback/ Evaluation	Johnson, Abigail. "Feedback, Reflection, Evaluation and Closure" in <i>Shaping Spiritual Leaders. Pp 123-146.</i> Virginia: Alban,2007.	

October 21	Boundaries/ Games People Play	“The Games We Play” Handout prior to session.	<p>Ethical Standards and Standards of Practice for Ministry Personnel https://www.united-church.ca/sites/default/files/resources/ethical-standards-practice-ministry-personnel.pdf</p> <p>We Will with God’s Help: Ethical Standards for Anglican Priests https://www.anglican.ca/faihf/focus/ethics/codes-ethics/</p>
Practice in Triads	To be scheduled in addition to class time.		