

The Presbytery of Kiskiminetas

***THE COMMISSIONED LAY PASTOR/AUTHORIZED PREACHER TRAINING PROGRAM  
GUIDELINES FOR MENTORS***

Mentors provide a vital link for students in the Commissioned Lay Pastor /Authorized Preacher Training Program between the academic classroom setting and the “real life” of service in local churches. The role of the mentor is to provide an objective “listening ear,” to act as a source of information and encouragement, to provide professional and spiritual nurture, and to function as part of the training team.

Mentors should be active minister members of the Presbytery of Kiskiminetas. Mentors for participants in the training program will be assigned by the Committee on Preparation for Ministry. Mentors for Commissioned Lay Preachers/Authorized Preachers will be assigned by the Committee on Ministry. Mentors for participants in the program might be the pastor/ moderator of their church of membership, a pastor/moderator of a church in which the trainee preaches, or the pastor/moderator of a neighboring church.

Mentors will be assigned for a period of one year. If it is mutually agreeable to both Mentor and participant in the training program the assignment may be renewed for the second year. Those continuing on for the third year of training as Commissioned Lay Pastors may continue with the same Mentor or request a new one. Mentors and participants in the training program will attend an orientation at the beginning of the process.

**CHARACTERISTICS OF MENTORS**

**1. The Mentor is a good Role Model**

- ▶ The way the Mentor relates to the trainee should demonstrate the same kind of openness and caring which Commissioned Lay Pastors/ Authorized Preachers should develop.
- ▶ The Mentor should be committed to his or her own professional, personal, and spiritual growth and should encourage the trainee to be committed as well.

**2. The Mentor is Approachable and Non Judgmental**

- ▶ The Mentor should seek to listen empathetically to the concerns of the trainee before giving advice and to present critiques in a positive manner.

**3. The Mentor is Accessible**

- ▶ It is desirable that the Mentor and trainee be geographically accessible.
- ▶ The Mentor should be willing to make time available for phone conversations and meetings.

**THE STUDENT/MENTOR COVENANT PROCESS**

The trainee in the Commissioned Lay Pastor/Supply Preacher Program is responsible to initiate and maintain contact with the Mentor as outlined below.

**The Trainee/Mentor Covenant for Reflection Upon Coursework**

1. Trainees will submit a brief Personal Reflection Paper to Mentors within 2 weeks following each class session.

The content of the paper will include brief reflections on:

- a. How am I growing spiritually/moving on my faith journey because of this course?
- b. What content/information am I learning?
- c. What am I learning about doing ministry in this area?
- d. What more do I need/want to know about this subject?
- e. Any assigned reflections by the instructor.

2. Trainees will arrange a monthly hour-long meeting with Mentors to discuss progress in training. This meeting will include discussion of the paper, coursework, and any other issues deemed appropriate by either the mentor or the trainee.
3. At the conclusion of each Trimester trainees will write a more comprehensive Reflection Paper answering the same questions in depth.
4. Mentors will submit a brief written evaluation of the trainee's progress to the CPM following the conclusion of each Trimester. Particular attention should be paid to whether the trainee addressed the issues posed by each of the questions above, and whether the student has been faithful in maintaining contact. Mentors will share these evaluations with trainees.

#### **The Mentor/Trainee Covenant for Training in Preaching**

1. Throughout the three Trimesters of the first year, trainees will also to preach one sermon per trimester in the congregation of the Mentor for feedback and discussion.
2. The Mentor should provide honest, loving, helpful critiques of exegesis and sermons.
3. The Mentor should urge the trainee to give high priority to sermon preparation. Mentors should share generously their experience of preparing and preaching sermons. Trainees should be encouraged to study tapes and read sermons of outstanding preachers.
4. When the trainee begins to preach with regularity in the churches, the student and Mentor should review sermon feedback forms together during their monthly meetings.

#### **The Trainee/Mentor Covenant for Spiritual Formation**

1. The Mentor should seek to be a source of support, encouragement, and enthusiasm for the trainee, both within scheduled reflection sessions and in other interactions. Mentors and trainees should pray for one another between meetings.
2. Mentors should be prepared to share trainees' challenges, growth, concerns, and joys. Mentors should seek to be attentive to the presence of God in the trainee. Meetings should begin and end in prayer, and should be conducted as conversations between friends in Christ.
3. Mentors should regard their role as one of "equipping the saints for the work of ministry, for the upbuilding of the body of Christ" (Eph. 4:12). The Mentor/trainee relationship should be a model of community building and the conduct of covenant relationship.

#### **The Mentor/Trainee Covenant to Report upon Preparation for Service as Commissioned Lay Pastor/ Authorized Preacher**

1. The trainee is responsible to schedule all meetings and to submit all required papers to the Mentor.
2. The Mentor is responsible to submit a brief evaluation after each Trimester to trainee and CPM.
3. Both trainee and Mentor are responsible to submit an annual report to the CPM.
4. The CPM may seek additional input for evaluative purposes from trainees or Mentors at any point in the training process.