

## LEARNING/SERVING AGREEMENT

**Student:** \_\_\_\_\_

**Internship Site:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_

**Intern Committee:** \_\_\_\_\_

### **Structure of the Internship:**

This two-year part time internship is divided into two parts. The first year site will be at \_\_\_\_\_ . The second year site will be at the \_\_\_\_\_ District Office. Rev. \_\_\_\_\_ will supervise both years. This learning agreement describes the elements of experience for the first year at the Society.

**Beginning Date and Hours:** September 5, 2000 15 hours per week

**Ending Date at** \_\_\_\_\_ : June, 2001

### **Compensation:**

**Stipend:** Stipend will be generated through referrals for weddings and funerals.

**Expenses:** None

**Supervisory Session:** Rev. \_\_\_\_\_ and I will generally meet on Fridays for one to two hours.

**Context:** \_\_\_\_\_ is a 600 member urban congregation founded in 1881. Its history and orientation is well known as humanist.

**The Resources I Bring:** An openness to learning. Special skills with Adult RE and pastoral care. The ability to offer fine worship services. A capacity for organization.

**My Special Interests:** To learn to prepare couples for and conduct a wedding or union service. Another interest is offering spiritual direction.

**My Needs:** To learn as much as possible about the administrative and organizational aspects of the life of this church. To focus on the practical aspects of running a church.

## PLAN FOR LEARNING

**Learning Goal:** To step into and fully integrate ministerial identity.

**Learning Objectives:**

- To become knowledgeable about the practical, administrative aspects of church life
- To integrate a grounded ministry with spirituality

**Area one: Worship arts and preaching**

- Plan and lead worship three times
- Assist Rev. \_\_\_\_\_ in worship whenever possible
- Attend Meadville/Lombard Winter Institute: Worship taught by Rev. \_\_\_\_\_

**Area two: Rites of Passage**

- Plan and conduct wedding/union ceremonies
- Assist with funeral and other rites as they occur
- Create folders with readings for weddings, unions, child dedications, and memorials

**Area three: Pastoral Care and Counseling**

- Offer pastoral care informally and formally as the opportunity arises
- Assist with the development of a new Caring Circles support group

**Area four: Religious Education**

- **Adults:**
  - Observe Rev. \_\_\_\_\_'s Adult RE classes
  - Conduct workshops with women's group and young adult group
  - Do one Forum presentation
  - Do Labyrinth ceremony
- **Youth & Children:**
  - Participate with RE committee
  - Help with intergenerational services
  - Teach 6<sup>th</sup> grade students about UU funeral services
  - Teach Sr. High
  - Do Labyrinth ceremony
  - Attend one area DRE meeting -- Ask DRE's for their favorite curriculums

**Area five: Administration and Financial Management**

- Attend Board and Executive Board meetings each month
- Attend regular staff meetings
- Attend some finance committee meetings
- Conduct ministerial relations committee

**Area six: Community Presence, Extension and Growth**

- Attend Interfaith Forums
- Present Labyrinth at the interfaith Reimagining Conference
- Attend planning meetings for the Dalai Lama's visit to Minneapolis
- Continue leadership with Labyrinth Facilitator's Network
- Conduct Labyrinth service at a Lutheran Church that is voting whether to accept their lesbian minister against the wishes of their denomination

**Area seven: Social Concerns and Action**

- Assist with interfaith information sharing about affordable housing
- Obtain domestic abuse and First Call for Help flyers for display in church
- Plan dinner hosted by Social Concerns to honor/support/identify community volunteers
- Attend social justice committee meetings
- Make \_\_\_\_\_ liturgical notebook
- Create a Hands-on-Humanism scrapbook of former awards

**Area eight: Denominational and District Participation**

- Attend area UU professional meetings
- Attend \_\_\_\_\_ District Conference
- Assist with planning of UU churches women's retreat
- Conduct workshop with UU University of Minnesota students
- Assist with planning an ordination
- Make *World* magazines easily accessible to the congregation by installing a holder for them on the UUA bulletin board

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**THIS AGREEMENT IS ACCEPTED BY:**

**Student:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_

**Intern Committee Chair:** \_\_\_\_\_

**Date:** \_\_\_\_\_ 10-10-00 \_\_\_\_\_

**LEARNING/SERVING AGREEMENT**

**Intern:** \_\_\_\_\_

**Internship Site:** \_\_\_\_\_ District Office \_\_\_\_\_

**Supervisor:** \_\_\_\_\_

**Intern Committee:** \_\_\_\_\_

**Structure of the Internship:**

This is the second phase of a two-year part time internship. The first year internship site was located at the \_\_\_\_\_ . This second year site is at the \_\_\_\_\_ District Office. Rev. \_\_\_\_\_ is supervising both years. This learning agreement describes the elements of experience for the second year.

**Beginning Date and Hours:** September, 2001 15 to 20 hours per week.  
**Ending Date with the \_\_\_\_\_ District:** June, 2002

**Compensation:**  
Stipend: \$3,375  
Expenses: None

**Supervisory Session:** Rev. \_\_\_\_\_ and I will generally meet once or twice a month for two hours.

**Context:** The \_\_\_\_\_ District is one of 21 Districts of the UUA. It serves 58 \_\_\_\_\_ societies in \_\_\_\_\_ . There are 7,789 members within the 452,000 square miles.

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**The Resources I Bring:** I am open to learning. I have an ability to offer fine worship services, rites of passages, labyrinth presentations, and spiritual direction. I am an extraordinary net worker, catalyst for starting needed systems, and an organizer of people and events.

**My Special Interests:** I am developing a new resource for congregations in the \_\_\_\_\_ District. \_\_\_\_\_ Spiritual Resources is a network that will draw from the wealth of resources among us and offer them back. A web site will be established in the next year as a clearinghouse and network of information for UUs and other religious liberals in the \_\_\_\_\_. Workshops and other resources will follow. Working teams are forming on a variety of topics such as Arts and Spirituality, a Speaker's Bureau, Men's Spirituality, Creative Works from Congregations, Spiritual Disciplines, Spiritual Direction, and Labyrinths to Go. Additional topics will be added.

The \_\_\_\_\_ Board of Directors endorsed the concept and development of \_\_\_\_\_ and this internship. \_\_\_\_\_, District Executive, is acting as advisor to the project. \_\_\_\_\_ Spiritual Resources is one of the services in the District's Lifespan Program Area.

**My Needs:** My focus for learning will be toward how to administrate a complex, developing entity with numerous volunteers while completing the development of a ministerial identity and presence.

#### PLAN FOR LEARNING

**Learning Goal:** To step into and fully integrate ministerial identity and authority while beginning the ministry I want to do with the District.

#### **Learning Objectives:**

- To develop a grounded ministry with spirituality
- To learn how to develop a small business as part of the Life Span Program within the District
- To learn how to integrate \_\_\_\_\_'s presence into the District with ease
- To learn how to work with and maintain many volunteers
- To become knowledgeable about the practical and administrative aspects of the District

#### **Area one: Worship arts and preaching**

- Respond to invitations to plan and lead worship at least three times
- Continue working with the UU and interfaith community presenting labyrinth workshops
- Continue my active membership in Toastmasters
- Continue working with voice and body movement

**Area two: Rites of Passage**

- Develop a \_\_\_\_\_ web site link for Rites of Passage
- Plan and conduct wedding/union ceremonies
- Assist with funeral and other rites of passage as they occur
- Create folders with readings for weddings, unions, child dedications, and memorials

**Area three: Pastoral Care and Counseling**

- Offer pastoral care and spiritual direction informally and formally as the opportunity arises
- Be on call for a district minister when she is on vacation

**Area four: Religious Education**

- **Adults:**
  - Create \_\_\_\_\_ Resource Team packets for healthy committee meetings
  - Work with District's Adult RE program consultant to coordinate \_\_\_\_\_'s resources
  - Co-plan and lead a retreat for 75 UU women in the spring
  - Continue doing labyrinth ceremonies in a variety of settings
- \* **Youth & Children:**
  - Work with the District's Youth and Children program consultant to coordinate \_\_\_\_\_'s resources
  - Speak to DREs and ask how \_\_\_\_\_ Spiritual Resources could meet their needs. Act on their recommendations.
  - Do Labyrinth ceremony with Coming of Age youth
  - Make labyrinths available to DREs for their programs

**Area five: Administration and Financial Management**

- Learn about web site development, marketing, creating visioning and mission statements, making short and long range business plans, and everything else I need to know!
- Manage income and expenses for \_\_\_\_\_
- Lead \_\_\_\_\_'s Advisory Committee
- Attend a \_\_\_\_\_ District Board meeting
- Attend regular staff meetings
- Lead ministerial relations committee

**Area six: Community Presence, Extension and Growth**

- Continue networking with interfaith organizations and religious liberals
- Continue leadership with Labyrinth Facilitator's Network (an interfaith group)
- Continue facilitating the Labyrinth Facilitators' Training Conference planning (an interfaith group.) Co-lead the conference.
- Continue membership in and attend workshops of the Minnesota Facilitators Network

**Area seven: Social Concerns and Action**

- The development of \_\_\_\_\_ may be viewed as an act of social justice. \_\_\_\_\_ is a web site counterpoint to conservative, fundamental religious sites.
- Develop web site links for social justice action that relate to spirituality
- Teach how social justice may be viewed as a spiritual practice

**Area eight: Denominational and District Participation**

- Do a \_\_\_\_\_ workshop, labyrinth presentation, and staff a resource table at the \_\_\_\_\_ District Conference
- Assist with planning and co-lead a UU churches women's retreat (same as in Area Four)
- Have-sermons-will-travel. Respond to invitations to preach at District churches and fellowships
- Conduct workshop with UU University of Minnesota students
- Attend area UU professional meetings
- Attend GA

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\_\_\_\_\_  
**THIS AGREEMENT IS ACCEPTED BY:**

**Student:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_

**Intern Committee Chair:** \_\_\_\_\_

**Date:** 11/11/01 \_\_\_\_\_

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