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CHRISTIAN COLLEGE

“to educate people for Christian leadership.”

Mentored Ministry

What Is Mentored Ministry?

Mentored Ministry is a “hands on” focused, practical dimension of Summit Christian College’s program. It is designed to integrate academic exercise with practical ministry in an observable and evaluative environment, which will enable the student to develop through a variety of ministry activities.

The purpose of Summit Christian College is “to educate people for Christian leadership.” This is the central goal for Summit Christian College in the education of its students. We want students to realize that their work here will not merely be a mental exercise, just as their faith in the Lord is not limited to mere “head knowledge.” True faith will be active faith, and active faith will seek to minister to others (James 2:17, 18).

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The Christian life is very much a life of ministry as seen in the example of Jesus. For these reasons, it is our conviction that the students at Summit Christian College must not only learn from academic pursuits, but also put what they learn into practice in the form of ministry to others and learn from these experiences.

Based on this belief, it is the intention of Summit Christian College to involve all degree-seeking students in some form of active mentored ministry **during their time at Summit Christian College** [each semester.] We want students to understand from the outset that ministry opportunities are not, nor should they be viewed as, merely practice. Nor, do we want students to perceive this as “just another requirement for graduation.” Students will be serving Jesus and gaining valuable experience in any service that they undertake. Any place that a student serves presents the opportunity to serve Jesus, and any work a student does for Jesus deserves the very best that can be offered.

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Our objectives in the area of Mentored Ministry are three-fold. The first is to guide the student in actual service and worship for the glory of God. The second is to provide a practical dimension of learning as an important part of the educational program. The third is to challenge students through interaction with a faculty advisor to grow in Christ.

Objectives

- 1. Guide the student in actual service and work for the glory of God.*
- 2. Provide a practical dimension of learning as an important part of the educational program.*
- 3. Challenge students through interaction with a faculty advisor to grow in Christ.*

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This is an evaluative learning experience. The student will evaluate her/his ministry during each semester. Additionally, a mentor from the local congregation where the student is serving will evaluate the student's work. Finally, the faculty advisor, working alongside the student, will evaluate the student's progress towards the completion of her/his goals.

Our Goals

Generally speaking, it is our goal that students have the opportunity to live out the gospel in the presence of others in a variety of ways. Students should learn to serve individually as well as work along side of, and in cooperation with, others. In particular, it is our hope that students will learn to function as servants in the midst of a local congregation. We believe that a student's spiritual life and

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personal faith will be enriched through service for the Lord.

Specifically, Mentored Ministry benefits not only the person being served, but also the person who is serving. Our specific goals for each student vary slightly with the individual and his/her situation. Depending

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students should be able to construct lesson plans, prepare plans for youth activities, teach lessons, lead youth services, lead and coordinate a group activity, lead worship, and/or perform individually and as part of a group musically.

Because growth in Christ is a goal of Summit Christian College, that growth should be reflected in our service. Therefore, Mentored Ministry should reflect a growing maturity in Christ as students progress through their college education.

Requirements

Every student enrolled and desiring to receive a Certificate in Christian Foundations, an Associate of Arts or a Bachelor's Degree at Summit Christian College is required to participate in **Christian Involvement**/Mentored Ministry each semester that they are enrolled. Students should immediately meet with their faculty advisor at the beginning of each semester to set up a regular time of meeting. Each student is required to meet with his/her faculty advisor on a monthly basis. The student should find a place of service as quickly as possible within a local congregation.

Evaluating a Student's Progress

1. At Registration, all degree-seeking students must register for **Christian Involvement**/Mentored Ministry. **Christian Involvement is a non-credit requirement.** Mentored Ministry is a **one credit per semester** required course for **four semesters**. Students are not charged for **Christian Involvement, but will be charged the normal fees for Mentored Ministry.** See the table below for the appropriate course registration number.

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2. The student will meet with his/her Faculty Advisor at Semester Registration to set a time for a monthly appointment. This appointment will be used to evaluate the student's progress.
3. Prior to the first appointment with the Faculty Advisor, the student will decide what kind of **Christian Involvement**/Mentored Ministry to perform in a local congregation. In written form, the student will outline a plan of action to fulfill the service during the semester.
4. Additionally, prior to the first appointment with the Faculty Advisor, the student will present the Mentor Booklet to the local church mentor for his/her signature. By signing the Mentor Booklet the Mentor affirms that he/she has read the Mentor Booklet and understands his/her responsibilities as a Mentor in the **Christian Involvement**/Mentored Ministry program. It also signifies that the Mentor agrees to mentor the student through this process.
5. At the first meeting, the student will bring his/her outline for a plan of action (cf., step 3 above) with the signed affidavit from the Mentor Booklet. The Faculty Advisor will give the student the Student Self-Evaluation Rubric and Time Log. The Faculty Advisor will also discuss the student's plan and may or may not make recommendations to the student concerning the student's plan.
6. At a regularly scheduled monthly time, students will meet with the Faculty Advisor to check progress and to answer any questions or concerns that the student might have about his/her plan. Students are expected to keep these regular appointments. If the student cannot meet with the professor, it is the student's responsibility to contact the professor and set up an alternative meeting time. Failure to meet regularly with the professor may result in the student failing Mentored Ministry.
7. The Mentor Evaluation Form, the Student Self-Evaluation Form and Time Log must be turned in to the Faculty Advisor at the December and/or May meetings. The forms must be neat and legible. All forms will be placed in the student's portfolio. If the student fails to complete the forms, credit will not be granted for the semester of **Christian Involvement**/Mentored Ministry. If a student fails to meet the requirements of his/her **Christian Involvement**/Mentored Ministry plan, the Faculty Advisor will not grant credit for a semester of **Christian Involvement**/Mentored Ministry. The student will receive an F on his/her transcript to reflect failure to complete **Christian Involvement**/Mentored Ministry.
8. Those serving in a full-time ministry will be allowed to use their ministry to fulfill the Mentored Ministry requirements. Those serving in a full-time ministry must meet with their Faculty Advisor as stated above. The student serving in a full-time capacity must submit a written plan detailing the steps the student

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- will take to complete the Mentored Ministry requirement. Evaluations must be submitted each semester. Full-time ministry students need to work with other leaders in their congregation to focus on some of the other aspects of ministry, i.e., an individual in a youth ministry needs to work with the senior pastor doing weddings, funerals, hospital calling, etc. Full-time ministry students will not be “exempt” from Mentored Ministry but fulfilling it through their ministry.
9. When the Faculty Advisor is satisfied that the student has successfully completed the requirements for **Christian Involvement**/Mentored Ministry, then the Faculty Advisor will instruct the Registrar to enter a “P” for that semester of **Christian Involvement**/Mentored Ministry on the student’s transcript for that semester of Mentored Ministry. If a student fails to complete the requirements for **Christian Involvement**/Mentored Ministry, the Faculty Advisor will instruct the Registrar to enter an “F” on the student’s transcript for that semester of **Christian Involvement**/Mentored Ministry.
 10. If a student fails to meet the requirements of **Christian Involvement**/Mentored Ministry, then the student may petition the Academic Dean for possible alternative ways to fulfill the requirement.
 11. If a student is involved in an internship during the semester, then the student will treat Mentored Ministry as though he/she was involved in full-time ministry.

Year	Semester	Code	Semester	Code
First	Fall	CHR101	Spring	CHR102
	Fall	CHR201	Spring	CHR202
	Fall	CHR301	Spring	CHR302
	Fall	CHR401	Spring	CHR402
	Fall	CHR501	Spring	CHR502

The Local Church

Summit Christian College works in cooperation with local churches. All students are expected to work through a local church to fulfill the requirements of **Christian Involvement**/Mentored Ministry. Students may not work separately from local churches. Students must seek a Mentor in the local congregation that will assist the student in completing the requirements.

Students may fulfill their **Christian Involvement**/Mentored Ministry in a variety of different ministries. These include, but are not limited to

Soup Kitchen	Shut-ins	Greeting
Teaching	Missions Committee	Music Ministry
Bread Ministry	Men’s Ministry	Women’s Ministry
Preaching	Evangelism	Pre-School Ministry
After-School Ministry	Office work	Janitorial Ministry
Youth Ministry	Deaf Ministries	Hospital Chaplaincy

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Students are expected to mature in their ministries as they advance towards degree completion. Students are also encouraged, but not required to, try different ministries. This will allow the student the opportunity to view ministry from many different perspectives. Therefore, students will enroll for the non-credit Christian Involvement course both semesters of their Freshman year. Then students pursuing an Associate of Arts degree will enroll in the for credit Mentored Ministry course their Sophomore year. Bachelor's degree seeking students have an option. If they feel they are ready, they may enroll in the for-credit Mentored Ministry their Sophomore year, and begin fulfilling their four semester requirement at the beginning of their Sophomore year. However, if they prefer to wait, they can enroll for another year of non-credit Christian Involvement and wait until their Junior year to begin the for-credit Mentored Ministry. It is expected that the level of involvement and leadership will increase each year of the student's stay at Summit Christian College, so that what might have been an appropriate Christian Involvement activity for someone's freshman year, the same activity might not be appropriate for a Mentored Ministry program in subsequent years. The faculty will advise the student in this regard.

Freshmen

We understand how difficult it is for freshmen to immediately become involved in a local congregation. Therefore, as a group, freshmen will be given the opportunity to attend a different local congregation each week. As the group attends different churches, each student will be asked to keep and submit a journal with observations about the congregational life and ministry opportunities present at each congregation. After a period of four (4) weeks, the student will be expected to decide upon some plan of action for Mentored Ministry during the first semester.

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Evaluation Rubrics and Time Log

Student Rubric -- The Summit Christian College philosophy of Mentored Ministry is based on the idea that both academic preparation and practical service activities are valuable in the college experience. This is part of our strategy for the spiritual formation of our students. This reporting rubric is an instrument to be used in evaluating student performance. This reporting rubric is a self-reporting rubric. It allows the student to reflect on his/her chosen ministry for the purpose of becoming better aware of self and God's leading in their life. In the right column, a box is provided for your response concerning your self-evaluation (Beginning, Developing, Accomplished, or Exemplary) and a personal comment or reflection. You may underline descriptions in each category that reflect your response. The CHR code represents the number of times you have taken Mentored Ministry. Use the following chart to help you use the appropriate code.

Year	Semester	Code	Semester	Code
First	Fall	CHR101	Spring	CHR102
	Fall	CHR201	Spring	CHR202
	Fall	CHR301	Spring	CHR302
	Fall	CHR401	Spring	CHR402
	Fall	CHR501	Spring	CHR502

The rubric must be filled out by the student and given to the professor at the last meeting of the semester with the professor. Credit will not be granted if this form is not filled out and completed.

The student is required to contact the professor to establish the first meeting time before September 1.

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Student Self-Evaluation Rubric

This rubric must be filled out by the student near the end of semester and returned to the Faculty Advisor during the student's final meeting with the Faculty Advisor. Credit will not be granted if the form is not completed and returned.

Name _____ CHR _____ CHURCH _____
 MINISTRY _____

	Beginning	Developing	Accomplished	Exemplary	Student Response & Personal Reflection
Contact Hours – Time spent in ministry activity.	Less than 16 hours	16 to 20 hours	20 to 30 hours	Over 30 hours	
Knowledge of congregation	No knowledge of church's statement or objectives	Would recognize church's mission statement & objectives if stated.	Could generalize church's mission statement & objectives	Could verbalize church's mission statement & purpose	
Attitude of Respect toward authority	Did not show respect toward authority, late to meetings or work assignments; failure to fulfill responsibilities	Showed respect to authority, but did not fulfill all responsibilities as requested or outlined.	Showed respect to authority by fulfilling all responsibilities as required.	Showed respect to authority by fulfilling all responsibilities as requested; verbally expressed respect for authority, sought ways to do more than expected.	
Ability to adjust to different situations	Would not/could not make adjustments to situations as ministry changed.	Made some adjustments as situations in ministry changed with supervisor guidance	Made all necessary adjustments as situation in ministry changed with supervisor guidance.	Made all necessary adjustments to situations as ministry changed without supervisor needing to give guidance.	
Interest Level in Ministry	LOW – this ministry did not gain or retain my interest.	MEDIUM – this ministry kept me interested, but I won't do it again.	STRONG – this ministry caught my interest and I would do it again.	PASSIONATE – this ministry has become a passion that motivates me to continue and pursue.	
Application of Classroom Study to Ministry	LOW – I made no application from my classroom studies to this ministry.	MEDIUM – I made only minor application from my classroom studies to this ministry.	STRONG – I made several applications from my classroom studies to this ministry.	PURE INTEGRATION – I was able to integrate my classroom studies to this ministry.	
Leadership Skills	No opportunity: Chose not to seek a leadership position as a beginner.	Recognized opportunities existed: but chose not to be involved, or had limited involvement.	Took advantage of leadership opportunities with interest and went beyond the requirements.	Took full advantage of leadership opportunities and offered new ideas.	

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SUPERVISOR RUBRIC – The faculty of Summit Christian College values your input in the development of the spiritual life of the student. You have supervised the student’s work for a semester. Please give him/her and us some input as to the student’s accomplishments. At SCC, we are dedicated to educating people for Christian leadership. Your input is absolutely vital as a part of the student’s on-going education. Thank you. In the right column, a box is provided for your response concerning your evaluation of the student (Beginning, Developing, Accomplished, or Exemplary) and a personal comment or reflection. You may underline descriptions in each category that reflect your response.

	Beginning	Developing	Accomplished	Exemplary	Supervisor Response & Personal Reflection
Attitude of Respect toward authority	Did not show respect toward authority, late to meetings or work assignments; failure to fulfill responsibilities	Showed respect to authority, but did not fulfill all responsibilities as requested or outlined.	Showed respect to authority by fulfilling all responsibilities as required.	Showed respect to authority by fulfilling all responsibilities as requested; verbally expressed respect for authority, sought ways to do more than expected.	
Ability to adjust to different situations	Would not/could not make adjustments to situations as ministry changed.	Made some adjustments as situations in ministry changed with supervisor guidance	Made all necessary adjustments as situation in ministry changed with supervisor guidance.	Made all necessary adjustments to situations as ministry changed without supervisor needing to give guidance.	
Interest Level in Ministry	LOW – this ministry did not gain or retain his/her interest.	MEDIUM – this ministry kept him/her interested, but the student probably didn’t feel comfortable performing this ministry.	STRONG – this ministry caught his/her interest; the student will probably try this ministry again.	PASSIONATE – this ministry has become a passion that motivates the student to continue and pursue.	
Leadership Skills	No opportunity: Chose not to seek a leadership position as a beginner.	Recognized opportunities existed: but chose not to be involved, or had limited involvement.	Took advantage of leadership opportunities with interest and went beyond the requirements.	Took full advantage of leadership opportunities and offered new ideas.	

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Further comments by the Supervisor:

Supervisor's Signature – Required for Credit

Date

_____ / _____
The material for the rubric was adapted from Manhattan Christian College.

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