

## **FIELD WORK CONTRACT FOR DIACONAL MINISTRY CANDIDATES**

*Lutheran School of Theology at Chicago; 1100 East 55th Street  
Chicago, Illinois 60615-5199*

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STUDENT: \_\_\_\_\_

AGENCY/CONGREGATION: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

SUPERVISOR: \_\_\_\_\_

We understand that Field Work plays a vital role in the preparation and formation of Diaconal Ministry candidates. Diaconal Ministry takes place at the boundaries where church and society interface. Regardless of the particular ministry setting in which they serve, Diaconal Ministers will be expected to understand the dynamic relationships within and between congregational and societal systems and to provide leadership in connecting these systems. The placements for Field Work will reflect the range of diaconal purpose and should be appropriate and specific to its unique characteristics as a ministry of Word and Service.

### **Field Work Responsibilities**

The **Candidate** has responsibility to:

- establish an effective working relationship with all those who will supervise, mentor or provide feedback;
- participate in writing the learning agreement;
- reflect theologically upon experiences gained;
- cultivate a personal devotional life and self-care; and
- engage in the evaluative process of field work by preparing the required written reports and sending them to the seminary and Candidacy Committee.

The **Supervisor (Mentor and Lay Committee as necessary)** has the responsibility to:

- participate in writing the learning agreement;
- provide regularly scheduled opportunities to discuss and reflect on the candidate's growth and development in light of the learning goals established;
- listen to the candidate's concerns as well as achievements and provide support as well as constructive suggestions for growth and learning; and
- provide written evaluation reports of the candidate (mid and final reports as asked).

**BREAKDOWN OF FINANCIAL DETAILS:**

Those items that do not apply mark "N/A"

Monthly Stipend/per hour pay rate \_\_\_\_\_

Car allowance (cents per mile or monthly allowance) \_\_\_\_\_

Miscellaneous items to note: \_\_\_\_\_

\_\_\_\_\_

**DATES FOR FIELD WORK:**

Starting Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

Indicate if Field Work will be \_\_\_\_\_ full-time or \_\_\_\_\_ part-time

\_\_\_\_\_ hours per \_\_\_\_\_  
# week/month

*It is agreed by the undersigned parties to this Field Work assignment and all will abide by the responsibilities and financial details stated in this contract.*

\_\_\_\_\_  
(Date)

Supervisor \_\_\_\_\_  
(sign)

\_\_\_\_\_  
(Date)

Student \_\_\_\_\_  
(sign)

\_\_\_\_\_  
(Date)

Seminary Representative \_\_\_\_\_  
(sign)