

MINISTRY TRAINING FUND

THE POLICY

The Ministry Training Fund is to be used to provide financial support for CCC members seeking to gain training for Christian ministry that is either church or institution based.

The implementation of this policy is the responsibility of the Ministry Training Fund committee as a committee of the PCC.

General Selection Criteria

Application is open to all members of CCC. However those applying to the fund must have been active members of CCC for at least a year before they apply and the church staff member with pastoral oversight of them must be in full support of their application. Students who were members of Christ Church before they went to college will be eligible but other former students will not be eligible if they left Christ Church more than a year before their application.

The training must be at a church or institution that is happy to associate itself with the Evangelical Alliance's statement of faith.

Church-Based Training

1) Selection Criteria

- The Ministry Assistant post must be at a UK church. Priority will be given to supporting financially those people who are to work in a church with insufficient resources to meet their living and training expenses.
- The post may range from six months to two years and the church must have nominated a full-time member of their staff to be responsible for the ministry assistant's supervision, pastoral care and training.
- Priority will be given to those who will receive some form of structured training.

2) Selection process

- Individuals seeking support must complete an application form and be interviewed by two members of the MTF committee. They should also provide to the interviewers a copy of their job description, original application form to the church and, if possible, their references.
- The form will also need to be countersigned by the person nominated to be responsible for their supervision, pastoral care and training

3) Ongoing support and liaison

- The ministry assistant should have a contract of employment with the employing church which has primary responsibility for the practical and pastoral supervision and training of the ministry assistant both during the course of their employment and at the end of their contract. The ministry assistant is primarily accountable to that church.
- The Ministry Training Fund committee has a responsibility towards each supported ministry assistant to:
 - i) Appoint one of its members to be a specific liaison person with the ministry assistant.
 - ii) Maintain direct communication with the ministry assistant at least twice a year
 - iii) Arrange for regular updates about Christ Church to be sent to the ministry assistant.
 - iv) Debrief the ministry assistant at the end of their contract.
- The ministry assistant will provide a prayer update at least once a term.
- Those seeking support for a further year will be asked to provide a report of their last year and a reference from their ministry supervisor at the church.

4) Financial support

- This will be allocated to eligible ministry assistants on an annual basis normally up to a maximum of 20% of a Christ Church Ministry assistants' salary – the maximum grant would therefore currently be £1,200.
- The fund will be allocated in May each year based on applications received by 30th April. The committee may decide to retain a contingency for late applications but this will be at their discretion in any year.

Institution-Based Training

1) Selection Criteria

- Priority will be given to supporting financially those people with insufficient resources to meet their living and training expenses. Applicants can therefore expect to be asked what financial support they have, or have applied for.
- Priority will be given to those who have demonstrated a commitment to Christian ministry and who have an emerging desire to commit to related ministry long-term.

2) Selection process

- Individuals seeking support must complete an application form and be interviewed by two members of the MTF committee. They should also provide to the interviewers a copy of their application form to the institution, letter confirming their place and details of the course they'd be on.

3) Ongoing support and liaison

- The Ministry Training Fund committee has a responsibility towards each person supported to:
 - i) Appoint one of its members to be a specific liaison person with them.
 - ii) Maintain direct communication with them at least twice a year.
 - iii) Arrange for regular updates about Christ Church to be sent to them.
 - iv) Debrief them at the end of their time of study.
- They will provide a prayer update at least once a term.
- Those seeking support for a further year(s) will be asked to provide a report of their last year and a reference from their course tutor.

4) Financial support

- Institution based training will typically take place over a period of 1-3 years. Where appropriate, the committee may therefore elect to grant annual funding for the duration of the training. (e.g. £3,000 p.a. for 3 years)
- Grants will normally be £1,000-£5,000 per annum. The terms of the course (part or full time); the need of the individual / family; and length of the course will be determining factors in the size of the grant.
- The fund will mainly be allocated in May each year based on applications received by 30th April. The committee may decide to allocate grants early (if guarantees of funding are required to secure a place at a college), or retain a contingency for late applications, but this will be at their discretion in any year.

accepted by PCC, 12 Feb 2007