## SUPERVISORY COVENANT

**(Submit a copy to CBOQ once completed and signed)**

Name of Candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This Supervisory Covenant covers the period from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Meetings will take place monthly on (days) \_\_\_\_\_\_\_\_\_\_\_\_ from (time) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

to \_\_\_\_\_\_\_\_\_\_\_\_\_ at (place)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

When changes are necessary, we will arrange for greater frequency or a different day, time and place by mutual consent.

Objectives the candidate wishes to fulfil (list two or three):

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Objectives the supervisor wishes to fulfil (list two or three):

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*

Topics for Discussion and areas of concerns we agree to explore (list six or more):

(Reminder: the core competencies are Biblically and Theologically Integrated, Emotionally and Spiritually Healthy, Collaboratively Engaged, Missionally Minded, Constructively Leading, Continually Learning.)

**Formal Agreement:**

* We agree to review this covenant quarterly and revise it if deemed necessary. We also agree that the relationship is to be candidate led, meaning the candidate is free to bring issues or topics of conversation that may not be included in this covenant.
* We pledge to hold the matters discussed in our meetings in strictest confidence, unless permission is asked and granted to share anything said by either the supervisor or candidate. We recognize that should anything be shared that must be divulged by law to the proper authorities, it will be done according to the law.
* We confirm that the candidate’s church leadership is aware that the candidate is in a supervisory relationship and that they know the identity of the supervisor.
* We commit to write the evaluation reports, discuss, and co-signed them- **one interim report** at the half-way point written by the supervisor; **final reports** at the end of the supervisory relationship written by both.
* We agree to discuss spiritual formation issues and to **make a devotional time and prayer for one another a part of our meetings.**
* As the supervisor, if applicable, I agree to read the candidate’s ordination statement and assist by giving constructive feedback.
* I agree to help prepare the candidate for meeting with the Credentials Committee and Ordination Examining Council.
* As the candidate, I agree to consult with the supervisor in the writing of the ordination statement, if applicable, and be open to feedback about these matters.
* We agree to try to work out any conflicts or tensions that may arise between us as set forth in page 29 and following. If we are unable to resolve our differences, we agree to call upon \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to help us mediate the situation. However, if issue of safety arises, contact PLDA immediately.
* We agree to keep proper boundaries as supervisor and candidate in our relationship, respecting, being honest, and honouring each other.

Candidate (Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor (Signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## INTERIM REPORT OF THE SUPERVISOR

**(for submission at the half-way point of the supervisory relationship)**

This Report will give the Pastoral Leaders Development Associate an understanding of the progress of the internship and will alert her/him to any midterm changes that may need to be made. The PLDA is keenly interested in seeing the relationship be as effective and valuable as possible for both.

**1. Basic Information**

Name of Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the Candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period covering the report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe the frequency and length of your meetings with the candidate (if others were present, please indicate who):

**2. Give your appraisal of the relationship to date** (In filling in this section, please be aware of the need to protect confidentiality.)

1. Describe your relationship with the candidate.
2. List some of the issues or topics that have been covered to date in your meetings.
3. How is the agenda set for your meetings?
4. Has the candidate raised issues that he/she is facing in his/her ministry? Give examples.
5. Have you and the candidate shared devotional times together and prayed for one another?
	1. Describe how you have gone about this?
6. What issues do you and the candidate plan to cover in future sessions?
7. Do you have any hesitation or concerns at this point about the candidate?

 Explain your answer:

Date completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date shared with candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## FINAL REPORT OF THE SUPERVISOR

**(for submission at the end of the supervisory relationship)**

This Report will help the PLDA assist the Credentials Committee in making its decision concerning the accreditation of the candidate. It is recognized that the PLDA may, at his/her discretion, share some of the information in this report with the Credentials Committee and the candidate’s Association Ministry Committee.

This report will become a permanent part of the candidate’s file.

**1. Basic Information**

Name of Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the Candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period of Internship: Started \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe the frequency and length of your meetings with the candidate (if others were present, please indicate who).

**2. Give Your Appraisal of the Candidate in the Following Areas**

**BIBLICALLY AND THEILOGICALLY INTEGRATED**

How able is the candidate at defining and defending their biblical and theological understanding? (Give some examples)

How has the candidate reacted when he/she has encountered a different biblical and theological interpretation than his/her own?

How has the candidate has demonstrated understanding and ability in helping resolve conflicts from a biblical perspective? (Give some examples)

**EMOTIONALLY AND SPIRITUALLY HEALTHY**

How is the candidate’s faith in and walk with Jesus Christ demonstrated in his/her life?

(Thoughts, actions, attitudes and personal behaviour)

How would you describe the candidate’s understanding of their vocational call, and call to their ministry setting?

Describe how you have witnessed the candidate’s ability to relate to others. Was it in a healthy, positive and constructive manner?) (Focus on communication skills, conflict management skills, attitudes towards others especially strangers or other faith groups and religions, role of women in the church etc.)

How have you seen the candidate demonstrate resilience to the demands of Christian ministry? (e.g. care of one’s health, family relationships, hobbies, handling stress, creating boundaries)

**COLLABORATIVELY ENGAGED**

What is the level of awareness and understanding of the candidate’s own spiritual gifts and those of others?

What is the level of commitment of the candidate to work with others, especially in the local Association, ministerial and CBOQ as a whole?

How does the candidate approach discipleship?

**MISSIONALLY MINDED**

 What is the candidate’s understanding of the mission of the church?

 How does the Candidate see her/his role in helping the church to accomplish this mission?

 In what ways has the candidate demonstrated a missional life?

**CONSTRUCTIVELY LEADING**

How would you describe the candidate’s knowledge and understanding of CBOQ history and polity? (Give some examples.)

What style of leadership would you say the candidate has, especially regarding the board and congregation?

What areas of the candidate’s ministry would you say are his/her strength?

What areas of the candidate’s ministry you sense need to grow and be nurture?

**CONTINUALLY LEARNING**

Describe how the candidate receives guidance, suggestion and his/her openness to coaching.

How does the candidate learn from their mistakes and failures?

How does the candidate reflect on culture and community?

**BAPTIST LIFE AND THE CBOQ**

Describe how you expect the candidate will thrive under the CBOQ banner, its policies, practices and organizational values. (e.g. willingness to be involved in CBOQ’s life, understanding of Baptist polity and values, willingness to support the CBOQ and local Association, etc.)

**ADDITIONAL COMMENTS, CONCERNS AND/OR RECOMMENDATIONS**

Please comment frankly on the candidate’s suitability for ministry with CBOQ family of churches

\_\_\_\_\_\_\_\_I recommend that the candidate be accepted for accredited ministry with the Canadian Baptists of Ontario and Quebec.

\_\_\_\_\_\_\_\_\_I do not recommend the candidate be accepted for accredited ministry with the Canadian Baptist of Ontario and Quebec.

Signature of Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## SELF-EVALUATION REPORT OF THE CANDIDATE

**(for submission at the end of the supervisory relationship)**

This Self-Evaluation Report will help the PLDA assist you in your future development. It is recognized that the PLDA may at his/her discretion share some of the information in this report with the Credentials Committee and the candidate’s Association Ministry Committee.

This report will not become a permanent part of the candidate’s file.

**1. Basic Information**

Name of Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of the Church or Ministry\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Period of Internship: Started \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ended \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe the frequency and length of your meetings with the supervisor (if others were present, please indicate who).

**2. Appraise Yourself in the Following Core Competencies**

**BIBLICALLY AND THEOLOGICALLY INTEGRATED**

How do you integrate what you know about the Bible to your everyday life?

Describe, from a real example, how you respond biblically and theologically to a situation in your ministry setting.

How comfortable are you in explaining what you believe? Why do you say that?

**EMOTIONALLY AND SPIRITUALLY HEALTHY**

 How do you distinguish emotional and spiritual boundaries between you and those whom you serve?

 What practices are important for you to stay spiritually healthy?

How do you balance your personal life, including health and wellness, and family life with the demands of Christian ministry?

**COLLABORATIVELY ENGAGED**

 How do you navigate theological differences with colleagues and congregation?

How do you see yourself influencing unity in your ministry setting and the community at large for the Kingdom of God?

 How do you seek out and raise leaders?

**MISSIONALLY MINDED**

 What is your vision for the church (your own and the church at large)?

 How do you go about connecting with your community? Give some real examples.

How do you encourage corporate worship to happen?

**CONSTRUCTIVELY LEADING**

How is your leadership received at your ministry setting? What makes you say that?

How comfortable are you in experimenting with different ways of doing ministry? Give a real example to explain your answer.

How would you describe your relationship with your board (or its equivalent), your ministry setting, and your local Christian community?

**CONTINUALLY LEARNING**

What areas of your ministry do you sense you need to grow? What skills or core competencies are your weakest?

How do you go about knowing the community and culture of your ministry setting?

What events, seminars, meetings have you participated in outside your immediate ministry setting?

**BAPTIST LIFE AND THE CBOQ**

What is your opinion of your local association? What is its role?

What do you like about CBOQ?

What difficulties (if any) do you have with CBOQ?

What could CBOQ do better?

**ADDITIONAL COMMENTS, CONCERNS AND/OR RECOMMENDATIONS**

**Response to the Internship Experience**

**(This section will not be shared with anyone. It is strictly for the PLDA use in order to improve the supervisory programme.)**

 Was your supervisory relationship helpful? Please explain.

 What would you have liked to see different? What could be done better?

 Describe your relationship with your Supervisor:

 How can the internship program be improved?

 Additional Comments.

Signature of the Candidate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of the Supervisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_