

The 2019/20 Ministry Training Application Guidance

This year the application stage of the process has been moved online.

Every effort has been made to ensure the system works, but it is a pilot process so please contact sbland@unitarian.org.uk if any issues arise.

You will need to first register at <https://form.jotformeu.com/82434633620351>

The form can then be found at <https://form.jotformeu.com/91832376387367> and once the first page has been completed and submitted (and you do not clear cookies from your computer), each time you finish a page it will automatically save your information. You can return to your saved application form at any time.

Additional information to be submitted with the completed application form

- Declaration
- Essay
- Financial Statement

The Declaration will also need to be signed and then attached as an upload to the application form. It can be signed by typing your full name into the signature box

Essay

Write as a separate document a short (not more than 1000 words) essay or statement of your basic religious/spiritual understanding. Say what you conceive to be the role of a Minister today and why you think you are fitted to become a minister to a Unitarian congregation

The Declaration and Essay must be attached to your application or it will not be valid.

Financial Statement

This is to help candidates understand the budgetary impact of studying for ministry and help to highlight issues of a practical nature. Whilst financial support is available to students, it is unlikely to cover expenditure at a significant level.

This form should be submitted separately in a confidential envelope marked for the attention of Simon Bland at Essex Hall, Essex Street, London WC2R 3HY.

If you have any questions or issues about the application process for ministry training, please contact Simon Bland on behalf of the Interview Panel.

Please note that completed applications should be received before midnight on 1st October 2019.

DECLARATION – NEW MINISTER

If you wish to train for the ministry, you should read and complete this section carefully.

1. I (name in full) _____ desire to offer myself as a candidate for recognition as a minister of the General Assembly.

2. If my application is approved, I am prepared to undertake either a full course of study at one of the colleges; or such a course of study or period of training as shall be determined by the Ministry Strategy Group. As a condition of my recognition as a minister, I agree:

- a) to seek the view of the Ministry Strategy Group in making any ministry settlement
- b) that I will be provided with the guidance of an experienced minister or exceptionally a suitable lay person of considerable experience (appointed by the Ministry Strategy Group and acceptable to me) during my period as a student and the first two years of my active ministry. I understand that I will be in a probationary position during those two years
- c) to consider seriously becoming a member of the Ministerial Fellowship and accepting the obligations which such membership involves
- d) to consider seriously undertaking further professional education during my ministry
- e) a candidate should understand that it is accepted practice that a minister should be willing to consider moving as and when desirable, or serving as a member of a team in a Group Ministry, or assuming an additional charge or charges under a Joint Ministry

3. Should I by my own independent decision leave my course of training, or after training leave ministerial employment with a congregation(s) or other recognised post within 5 years of my initial appointment (including two probationary years), I acknowledge my moral obligation to discuss with the college where I trained arrangements for the repayment of a proportion not exceeding 50% of the costs of my training, and agree that the amount of the repayment may be deducted from any stipend, salary, wages or other remuneration payable to me.

Signature:

Date:

Application for Training/Recognition as a Minister
General Assembly of Unitarian and Free Christian Churches

FINANCIAL CHECKLIST

This form may be typed or hand written.

Surname (*Block Letters*) _____

Full Forenames (*Block Letters*) _____

FINANCIAL

What regular outgoings do you have?

Type of Outgoing	£ Per Month	Type of Outgoing	£ Per Month
Mortgage/Rent		Gas, Electricity, Water Charges, Council Tax, Mobile and Fixed Phone Charges	
Other Loan Repayments		Lease agreements	
Child Maintenance		Credit Cards	
Hire Purchase agreements		Other (please specify)	

What is the current total level of your debts (include outstanding mortgage, portions of loans or hire purchase agreements you have not paid off, and credit card balances)?

£

Mortgage

What is the remaining term and size of the loan?

Have you ever been declared bankrupt?

What is your current earned income?

£ a year/month/week

Do you have any other income?

If yes, how much is it a month?

£

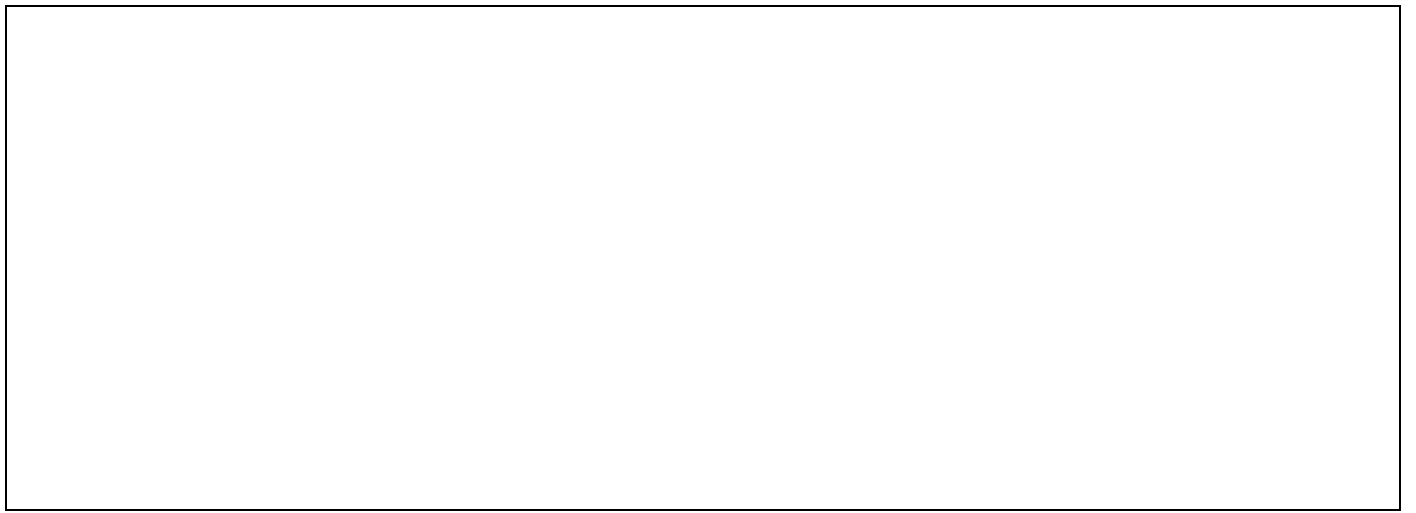
Do you have any income which would continue during training/ministry?

If yes, how much is it a month?

£

Do you own any significant financial assets?

If these questions do not present a full picture of your financial situation, please give more details below.



SignedDated.....

Return FAO S. Bland marked CONFIDENTIAL Essex Hall

Application and Training Process Chart

Application Form submitted by 1st October 2019

References sought during October and November

Short-listing process by Interview Panel during November

Decision re invitation to interview issued late November/early December

Two day interview at Oxford HMCO 7th and 8th January 2020

Panel recommendation/offer within 5 days

If accepted – Invitation to Orientation residential retreat in Feb 2020

Development of first Individual Learning Contract (1) during Spring 2020

Submission of first ILC to the Interview Panel for approval or refinement – May 2020

Training starts 1st September 2020

Annual Review via Tutors and Interview Panel –Summer 2021

Completion of Academic and Practical Studies

Final Year interview with Interview Panel

If satisfactory, recommendation to Ministry Strategy Group and Executive Committee for inclusion onto the Roll of Minsters with probationary status and establishment of second Individual Learning Contract for 2 year probation period.

References and Interview for inclusion with Full Status on the Roll after 2 years satisfactory progress

Continuing Professional Development opportunities

Checklist

Declaration

Essay

Financial Statement

Key dates

1st October for submission of form

7th and 8th January 2020 Oxford Interviews