

COMMISSIONED LAY ECCLESIAL MINISTRY PROGRAM
STUDENT, PASTOR & PARISH MENTOR AGREEMENT

Student _____ Date _____

Parish/City _____ Ministry _____

Pastor's Name (print) _____

Parish Mentor's Name (print) _____

****Parish Mentor's Email Address:** _____

▪ Primary Leadership Role in Ministry:

▪ Total number of hours a week in service to parish _____

▪ Goal for this ministry and efforts to develop a team within this ministry

▪ Diocesan policy indicates the people who attend CLEM program can expect some form of financial support based on need. The cost for Commissioned Lay Ecclesial Ministry Program is \$2,000 per student or \$2,500.00 per couple (a student and support spouse). This includes all cost for the weekend except books.

▪ ** Our policy is to bill each parish once at the beginning of the term for the full year. It is the responsibility of the student to discuss and negotiate with their pastor any shared expense arrangements.
** (cost is subject to change) **

_____ We have discussed the financial need of the student and have agreed to provide financial support. (Please initial)

Pastor, parish mentor and student have dialogued and agreed to commit to the following within the years of formation: August 2011 – May 2012

As Pastor, I agree that our parish will support this student with:

- Twice a year pastor to review progress and parish needs
- Whatever financial assistance is possible
- Opportunity to exercise leadership and skills learned in ministry
- Excused from parish activities on CLEM program weekends
- Honest, timely and constructive feedback
- Opportunity to witness to others about the CLEM program process
- Annual evaluations at the end of each academic year (April)

As Parish Mentor I will offer this student the following in order to support, affirm, challenge and guide:

- Monthly conference but only need to provide Quarterly Feedback forms to San Pedro Center.
- Access to information and resources to accomplish the ministry
- Available, as feasible, to witness to student's leadership
- Participation in the annual evaluation process
- Assistance in understanding the needs of the parish
- Access to public roles of visibility in ministry
- Honest, timely and constructive feedback
- Complete a Parish Mentor Feedback Form and email a copy to the Program Coordinator after each time you meet. (Further details will be sent to the Parish Mentor by email in the fall.)
- Annual evaluations at the end of each academic year (April)
- Other: _____

As Student

- Honest, open and constructive feedback
- Timely request for assistance
- Positive attitude and approach to guidance
- Dependability in assigned role/s
- Consistent communication with mentor and pastor

We support _____ (student) in leadership/ministry formation within our parish by providing the coaching, counseling, and educational experiences needed to collaborate with San Pedro Center in their formational efforts in CLEM program. This student agrees to commit personal gifts, abilities and knowledge to build up the life of community, faith and worship within this parish, the larger church and the world. Together it is our goal to develop a process of mutual support within an agreed upon set of boundaries and responsibilities.

Date

Pastor's Signature

Date

Parish Mentor's Signature

Date

Student's Signature

**This form needs to be in our office prior to or brought to orientation in August.*