

Support Structures

Director as Advisor

The director serves as the advisor to all DMin participants. In this role, the director guides, supports, and monitors the participant from the point of acceptance into the program through graduation. The director develops means whereby the participant is held accountable during the duration of the program.

Periodic progress contact is made with each participant. The director provides an overview of what courses have been satisfactorily completed and what courses are still needed. Participants are encouraged to contact the director at any time throughout the course of the program.

Professional Development Team (PDT)

The Professional Development Team (PDT) consists of two people who are in professional ministry in the participant's local setting. One member of the PDT is to be from a Christian tradition other than the participant's tradition and one is to be from the participant's own tradition. Neither, however, is to be from the same ministerial staff as the participant.

Requirements for PDT members:

- Each must be currently in full-time professional ministry,
- Be willing to give at least six hours per year, for three years if possible, in critical reflection on the participant's professional development, and
- Be willing to fill out a one-page report once a year on the participant.

Appointment procedure for the PDT:

The participant chooses the PDT in conjunction with the director and contingent on the director's approval. The participant sends information about the members to the director on the Support Team form provided in the handbook. This is due no later than July 15 after matriculation into the program.

Operational procedures for the PDT:

- The participant is responsible for convening the PDT.
- The six hours annually can be divided up into as many sessions as the participant chooses (e.g., one hour every other month) or may all be at one time (e.g., an afternoon and evening retreat).

- The participant is to maintain a diary of his/her meetings with the PDT, including date, duration, issues raised, and insights gained.
- The participant is to elicit the required one-page report from each team member annually.
- The participant is to send to the director diary reports and reports from team members, due no later than July 15 of each year.

Professional Project Committee (PPC)

The Professional Project Committee (PPC) consists of three people who guide the participant through the professional project from beginning to end.

Make-up of the PPC:

- A faculty member jointly chosen by the director and participant and approved by the DMin Studies Committee. This person serves as chair of the committee.
- Two other people jointly chosen by the chair and the participant on the basis of their connections and/or expertise in relation to the area of research.

Requirements for PPC members:

- Each must be willing to read the drafts of the professional project in a timely fashion and give guidance regarding its development.
- Each must be willing to work in collegial fashion as a committee member.

Working relationships:

- The DMin Studies Committee approves the participant's proposal for the professional project.
- The PPC monitors the development of the professional project in accordance with the guidelines set forth in the handbook.
- The participant is responsible for initiating contacts with all members of the PPC.
- The participant is responsible for circulating drafts of the professional project to all committee members and, if postage costs are involved, to cover those.
- The director maintains accountability to the DMin Studies Program.

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(2008-2009)

Support Structures *continued*

- After the professional project is library-ready, the Professional Project Committee (PPC) and the periodicals librarian from Nicholson Library will be convened for the purpose of the participant's oral defense. The participant is responsible for scheduling the time, place, and date for the meeting and is to bear all costs for this meeting, including travel of all members of the PPC.

Local Support Team (LST)

Make-up of the LST:

The participant chooses five people from his or her local place of ministry (e.g., church, institution, or organization) who are willing to work with the participant throughout the program to give support, counsel, encouragement, and feedback. The hope is that the LST will enter so deeply into the participant's work that they, too, will experience growth and benefit from the experience.

Meetings of the LST:

The LST is to meet for at least four hours per year. The participant is to share insights, challenges, and issues related to the program. The LST serves as a sounding board for ideas and activities related to the professional project.

Reports of the LST:

In July of each of the first three years of the program, both the participant and a representative of the LST submit written reports to the director, postmarked no later than July 15.

- Questionnaires are provided to the participant and the representative of the LST for making these reports.