Course Syllabus

FALL 2018 – WINTER 2019
INTERNSHIP (INTD 0701)

SEPTEMBER 2018 – APRIL 2019

CLASS TIMES
INTERNSHIP ORIENTATION SESSIONS: TUESDAY, SEPTEMBER 25TH, 2018
DAYTIME SECTION: 12:30-2:00PM
EVENING SECTION: 6:30-8:00PM

Ministry Reflection Seminars will be held in small groups during the course of the term (attend either the daytime or the evening section). Specific dates will be assigned/arranged at the Orientation Sessions.

INSTRUCTOR: DR. MICHAEL KRAUSE, D.MIN
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Fax number: 416-226-9464
E-mail: mkrause@tyndale.ca

Office Hours (C414): Drop-in anytime. Appointments by request.

Access your course material, or copy this URL into your browser http://classes.tyndale.ca. Course emails will be sent to your @MyTyndale.ca e-mail account. Learn how to access and forward emails to your personal account.

Tyndale Seminary Internship Website

Internship Forms (learning covenant, placement site forms, etc.)

Internship Assignment Guidelines
I. COURSE DESCRIPTION

The Tyndale Seminary Internship Program (TSIP) is a central component in the theological curriculum at Tyndale Seminary. All MDiv students must complete at least one two-semester internship in their major area of study. The Internship provides students with a vibrant and transformative context for integrating the theological, spiritual, relational, and vocational dimensions of Christian ministry and leadership.

The Internship has a formative aim in developing theologically reflective Christian leaders for service in the Church and the world. Through engagement in real-world ministry in supervised placements, interns are provided with opportunities to work alongside experienced ministry mentors to develop ministry competencies, to set and meet individualized learning goals, and to clarify and confirm their ministry gifts and calling.

Students in MDiv (Counselling) and MDiv (Spiritual Formation) have specific internship requirements and should consult their program coordinators for details. Internships for all other MDiv students are overseen by TSIP. Students enrolled in the MTS program may elect to take an Internship course (PRAC 0701). Students with double majors require two internships.

Prerequisites: Students will normally have completed a minimum of 15 courses (45 credits) before registering for the Internship course. Prerequisite courses include SPIR 0700 Spiritual Formation, LEAD 0510 Leadership Development and MISS 0782 Gospel, Church and Culture. Exceptional cases will be considered by the Director of the TSIP. Further details regarding Internship requirements and guidelines are provided in the Internship Manual.

II. LEARNING OUTCOMES

At the end of the course, students will be able to:

- Demonstrate growth in ministry capacities and competencies in accordance with their individualized learning covenant and their ministry major competency requirements
- Engage effectively in the practice of both personal and group theological reflection on ministry experience
- Analyze the social, cultural and global context of God’s mission in the world with particular focus on their own ministry setting
- Understand the value of mentoring, supervision and peer accountability for lifelong personal, professional and spiritual growth
- Identify and articulate one’s calling, aptitudes, growing edges and personal philosophy of ministry
- Demonstrate an integrative understanding of the Biblical, theological, historical, spiritual and personal dimensions of Christian ministry
III. COURSE REQUIREMENTS

A. INTERNSHIP

1. INTERNSHIP SITE:
   Students will select an internship site and Ministry Mentor, in close collaboration with the Internship Director, Dr. Michael Krause. (Note: The process for selecting and negotiating an internship site should begin several months in advance of the Internship and must be approved by the Internship Director prior to registration in the course.)

2. INTERNSHIP HOURS:
   Engagement in at least 260 hours of ministry experience throughout the duration of the internship (approximately 8-10 hours per week over two semesters.)

3. LEARNING COVENANT:
   Formulation and adherence to an individualized Learning Covenant that identifies specific learning and ministry goals for the internship. The Learning Covenant is to be written in consultation with the Ministry Mentor and must be approved by the Internship Director.

4. SUPERVISION:
   Engagement in weekly mentoring/supervision/reflection sessions with the approved on-site Ministry Mentor/Placement Supervisor.

5. MINISTRY REFLECTION SEMINARS:
   Attendance and participation in the Orientation Session, Final Integrative Seminar at the end of the semester and at least four other Ministry Reflection Seminars are mandatory (6 total meetings). Students will meet in groups of 4 throughout the internship to present and reflect on their case studies. Specific group meeting dates will be determined at the Orientation Session.

6. MINISTRY REFLECTION CASE STUDIES:
   Submission of two ministry reflection case studies (one per semester, 5 pages each) for peer discussion in the Ministry Reflection Seminars. Specific due dates will be dependent on the date of your group meeting. Guidelines.

7. FINAL (SUMMATIVE) INTEGRATIVE REFLECTION PAPER:
   A 8 to 12-page Final Integrative Reflection Paper due one week prior to the last day of the semester (guidelines). This integrative paper will be discussed during a final Integrative Ministry Reflection Seminar, normally held at the end of the semester.

8. SELF-EVALUATIONS:
   Submission of mid-term and final student self-evaluation (signed by the ministry mentor). Guidelines.

9. SUPERVISOR’S EVALUATION:
   Submission of a final end of course evaluation of the student by the ministry mentor.
10. INTERNSHIP PROGRAM EVALUATION:
At the end of the internship, fill out a Student Internship Program Evaluation Form focusing in on your own experience, your experience with the supervisor, and with the internship site.

B. RECOMMENDED READING

Because the Internship and Ministry Reflection Seminars are designed as a context for integrating classroom learning with the practice of ministry, the “reading list” comprises the all reading that one has done in the courses taken to date. In addition, the following are particularly helpful resources in thinking theologically about the practice of ministry.


C. GRADING AND EVALUATION

By the end of the internship, students will have a portfolio of documents providing evidence of their growth and learning through the internship experience. The portfolio will include:

- The Learning Covenant outlining the individualized learning and ministry plan
- Mid-term and Final Student Self-Evaluation Report, reflecting on progress and learning in the Internship based on goals outlined in the learning covenant
- Supervisor’s Final Evaluation by the Ministry Mentor providing feedback and reflection on ministry strengths and areas for future growth
- Two ministry reflection case studies from the Ministry Reflection Seminars with feedback from fellow students
- Final (Summative) Integrative Reflection paper integrating learning that occurred during the internship and the course of all your seminary learning and presented to other students during the last session during exam week of their second semester.
- Students will also submit other summative assignments from the three prerequisite courses for inclusion in their portfolio. Specifically, these will include:
  - LEAD 0510 Leadership Development – the Myers-Briggs result and reflection, and the Summative Leadership Reflection Paper
  - SPIR 0700 Spiritual Formation – Final Integration Paper
  - MISS 0782 Gospel, Church and Culture – Integrative Term Paper

Notes:
1. **Guidelines for all course requirements**

2. Students will have an exit interview with the Internship Director at the conclusion of the Internship to review their progress and learning.

3. All internship requirements must be completed in order to pass the course.

4. The course is graded on a Credit/No-Credit basis.

**D. GENERAL GUIDELINES FOR THE SUBMISSION OF WRITTEN WORK**

For proper citation style, consult the *Chicago-Style Quick Guide* (Tyndale e-resource) or the full edition of the *Chicago Manual of Style* Online, especially ch. 14. For citing scripture texts, refer to sections 10.46 to 10.51 and 14.253 to 14.254.

**Academic Integrity**

Integrity in academic work is required of all our students. Academic dishonesty is any breach of this integrity, and includes such practices as cheating (the use of unauthorized material on tests and examinations), submitting the same work for different classes without permission of the instructors; using false information (including false references to secondary sources) in an assignment; improper or unacknowledged collaboration with other students, and plagiarism. Tyndale University College & Seminary takes seriously its responsibility to uphold academic integrity, and to penalize academic dishonesty.

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Students should consult the current Academic Calendar for academic polices on Academic Honesty, Gender Inclusive Language in Written Assignments, Late Papers and Extensions, Return of Assignments, and Grading System.

**E. SUMMARY OF ASSIGNMENTS AND DATES**

Evaluation is based upon the completion of all the required elements:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Date/Time</th>
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<tbody>
<tr>
<td>Submission of Learning Covenant</td>
<td>Prior to start of internship</td>
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<tr>
<td>Orientation to Reflection Seminars</td>
<td>September 25, 2018 12:30 or 6:30pm</td>
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<tr>
<td>Ministry Reflection Case Study - Fall</td>
<td>October – November, 2018</td>
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<tr>
<td>Mid-Term Student Self-Evaluation</td>
<td>December 31, 2018</td>
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<tr>
<td>Ministry Reflection Case Study - Winter</td>
<td>February – March, 2019</td>
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<tr>
<td>Final Integrative Reflection Paper</td>
<td>April 12, 2019</td>
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<td>Supervisor’s Evaluation of the Intern</td>
<td>April 12, 2019</td>
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<tr>
<td>Intern’s Final Self- Evaluation</td>
<td>April 12, 2019</td>
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<tr>
<td>Final Integrative Reflection Seminar and Exit</td>
<td>April 2019 (TBD)</td>
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<tr>
<td>Interview</td>
<td></td>
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<tr>
<td>Course Evaluation of the Internship Program</td>
<td>April 19, 2019</td>
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<tr>
<td>Transcript Grade</td>
<td>Credit / No Credit</td>
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**Detailed summary of the Internship procedures, schedule, forms and dates.**
F. COURSE EVALUATION

Student Internship Program Evaluation Form

Tyndale Seminary values quality in the courses it offers its students. End-of-course evaluations provide valuable student feedback and are one of the ways that Tyndale Seminary works towards maintaining and improving the quality of courses and the student’s learning experience. Student involvement in this process is critical to enhance the general quality of teaching and learning.

IV. SELECTED BIBLIOGRAPHY


