

實習輔導牧長指引

CESNA Field Education Supervisor Guidelines

謝謝你願意與北美華神一起配搭裝備神國的生力軍。願神藉你祝福北美華神的學生,也盼望同學在 貴教會或機構有所供獻。以下是北美華神為你預備的指引,希望能幫助你與學生 有一個良好寶貴的經歷。

Thank you for your willingness to partner with CESNA in preparing the future army of God. May God bless the student intern through you, and hopefully CESNA's student will also contribute to your church or organization.

A. 輔導牧長之角色 The Role of the Field Education Supervisor is .

1. 是屬靈生命之導師，鼓勵學生操練靈命,品格與和諧之人際關係。
A spiritual guide, encouraging student to grow in their spiritual lives, character and harmonious interpersonal relationship.
2. 是屬靈知識之老師，輔導學生具體實踐所學之知識。
A teacher in spiritual knowledge, counseling student in applying his/her learning in ministry context.
3. 是屬靈事奉之師傅，教導學生積極參與神國之事工，提供或推介事奉之機會。
A ministry mentor, teaching student to actively participate in God's Kingdom work, providing And referring suitable ministry opportunities.

B. 於實習過程中之指引 Guidelines during internship process:

1. 學生申請實習的過程 (網上學生手冊 p.35-45)。
Field Education Application Process (Student Handbook Field Education section p. 36-48)
2. 與學生溝通，按照實習手冊上之指引或建議，議定實習的目的。(Form C 內之實習項目)
Communicate with student regularly by following the guidelines in the Field Education guidelines
3. 與學生定下按時分享及溝通之時間(建議:每兩週一次,每次約半小時至四十五分鐘),
評估學習進度,分享困難及代禱。
Decide on regular supervision time with student (suggestion: at least once every two weeks, each time 30-45 min), to evaluate student intern progress, offer space to share difficulties and pray for/with student.

4. 於議定之實習項目上，指導及督導學生完成每項之目標。
Provide supervision in assigned ministry responsibilities.
5. 於教會機構章則容許之範圍，以及牧長們認為合適之下，儘量讓學員觀察、瞭解，甚至參與教會機構之事工。
Allow student to observe, understand and participate in church ministries within the scope of the church/organization bylaws and permission of church/organizational leadership
6. 當北美華神實習部主任到訪時，請儘量與其溝通。
When the Director of Field Education visits, to communicate openly regarding students learning experience.
7. 若有需要，可與北美華神實習部聯繫，共同商討，溝通學生於實習上之困難。
If necessary, to contact CESNA Field Ed office to communicate student's internship difficulties and discuss plans of intervention.
8. 於學生實習期完結後，兩星期之內，撰寫與學生溝通後的簡報及評語，連同填妥之輔導牧長評估表 (Form D) 一併寄往分校實習部。
Within two weeks of student's completion of quarterly internship, complete evaluation form Dafter communicating with student. Your honest and accurate evaluation and recommendations of the student intern is of utmost importance to his/her learning, please take the time to thoughtfully complete it.
9. 若與實習之學生產生溝通上的困難，請儘快與北美華神實習輔導主任聯絡。
(626-917-9482)
If you have difficulties communicating with student, please contact the Director of Field Education immediately. (626-917-9482)

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