

Position Description for Director of Formation for Ministry (Faculty Position)

Department: Office of Formation

Reports to: Dean and Vice President of Academic Affairs

Date: beginning July 2013

Summary of Responsibilities

Western Theological Seminary seeks candidates for the position of Director of Formation for Ministry which will also serve as a faculty member in the field of Practical Theology or in a related field of expertise. Qualified applicants will have a passion for teaching and research, church-based theological field education, significant pastoral experience, and connection to the Reformed Church in America.

Western Theological Seminary's Formation for Ministry program is an innovative approach to integrating field-based ministry experience, self-designed learning covenants, facilitated peer engagement, and supervision by trained mentors. The Formation for Ministry Office, directed by this position, consists of two associate directors and an administrative assistant. The office serves as the hub for student services and placement assistance upon graduation.

A D.Min, Ph.D., or equivalent academic degree is required. Ordination in the Reformed Church in America (RCA) or an affiliated denomination is also expected. Rank and title dependent on experience. Nominations and applications should be sent to:

Dr. Leanne Van Dyk, Dean and VP of Academic Affairs
Western Theological Seminary
101 East 13th Street
Holland, MI 49423

Applicants should submit a curriculum vitae and three names from whom letters of reference may be obtained. Review of applications will begin October 1, 2012 until the position is filled.

Essential duties and responsibilities (Other duties may be assigned)

- Implement formation curriculum for In-Residence and Distance Learning programs, including facilitating involvement of the faculty in the Formation for Ministry program.
- Oversee the Office of Formation for Ministry and staff dedicated to the Teaching Church program and Field Education, including the recruitment and development of Teaching Church sites and mentors.
- Develop placement program for graduates and strengthen vocational connection with appropriate RCA and affiliated church agencies.
- Coordinate student services together with other offices of the seminary.

Knowledge and Abilities

- Teaching ability in the areas of ministerial formation and practical theology.
- Ability to lead/supervise staff to fulfill the functions of the Office of Formation for Ministry.

- Ability to create and sustain partnerships between local churches, ministry agents and WTS as Teaching Church partners, including the recruitment and development of teaching church mentors and teaching church site teams.
- Ability to strengthen and implement a placement process for graduates in coordination with the RCA and affiliated denominations.
- Lead implementation of a newly created formation curriculum for In-Residence and Distance Learning programs, including developing a process for assessment and evaluation of the Formation for Ministry experience.
- Strong knowledge of adult education practices, experiential learning and church- based education.
- Knowledge of and research interests in the American church and the pastoral vocation.

Qualifications

- Degree required: D.Min. or Ph.D. or equivalent academic degree.
- Experience required: 5-10 years of pastoral experience including oversight of both staff and student learners.
- Ordained in the RCA or affiliated Reformed church denomination.
- Commitment to the Reformed theological tradition.