

**MENTOR PROGRAM**  
**PASTORAL OVERSIGHT COMMISSION**

**IMPLEMENTING AGENCY:**

The ARC Constitution states the "Pastoral Oversight Commission shall appoint and supervise Mentors to all annual licentiate pastors".

**PURPOSE:**

The reason for the Mentor Program is to provide each annual licentiate pastor with a pastoral advisor who has more experience to give guidance, be a resource person and be a link, with the church at large.

**EXPECTATIONS OF THE MENTOR:**

1. Serve as a catalyst/sounding board for the annual licentiate pastor to reflect on his/her ministry, and offer encouragement, advice and constructive criticism.
2. Provide spiritual care and nurture (How is it with your soul since we last met?)
3. Serve as a prayer partner.
4. Hold the annual licentiate pastor accountable in effective stewardship of time, spiritual growth, emotional health ,etc.
5. Maintain regular contact. At least one contact each month and preferably face to face quarterly.
6. Keep the Pastoral Oversight Commission apprised of progress and any concerns on a quarterly basis.

**QUALIFICATIONS OF MENTOR:**

A mentor shall be:

- An ordained Church of God pastor.
- An advocate of the Allegheny Region Conference and the General Conference of the Churches of God.
- Willing to serve as a Mentor and invest time in the licentiate.
- Possess giftedness for mentoring.

**GUIDELINES:**

- A pastor may only mentor one licentiate at a time.
- A mentor and licentiate shall be compatible with each other.
- A mentor is not expected to provide funds for the licentiate. The Pastoral Oversight Commission shall be contacted for any needs.
- A mentor is not to come between a licentiate and his/her congregation. He may advise the licentiate regarding ways to handle a concern or conflict, and relate the same to the Pastoral Oversight Commission.
- If a mentor moves out of the ARC a new mentor shall be appointed.
- If the licentiate discontinues or changes such certification the mentor will be released from this obligation.
- Suggested meeting schedule could be as follows:
  - 1 meeting per month face to face
  - Weekly meeting by phone
  - Submit report form to Pastoral Oversight Chairperson on quarterly basis
  - Minimum mentoring assignment for 1 year

## ARC Mentoring Covenant

This Covenant is established as a voluntary partnership with the exclusive purpose of entering into a friendship based upon trust, transparency, respect, and prayer. It is designed to provide a rewarding experience for both the mentor and mentee. It is intended to be a one-year contract with an evaluation every three months and will end by amicable agreement.

### Frequency and Duration of the Relationship

1. We will meet at least once every \_\_\_\_\_ weeks. Once agreed, meeting times should not be cancelled unless it is absolutely unavoidable. The date and time of the next meeting will be established at the end of each meeting.
2. Each meeting will last a minimum of \_\_\_\_\_ minutes and a maximum of \_\_\_\_\_ minutes.
3. In between meetings, we will only contact each other via telephone or email if the situation is so critical that it cannot wait until the next scheduled meeting.

### Expectations of the Relationship

1. The mentor agrees to be honest and provide constructive feedback to the mentee.
2. As a mentee, what I want my mentor to offer me is:

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3. As a mentor, what I want from my mentee is:

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### Confidentiality in the Relationship

We agree to keep the content of these meetings confidential, unless both agree that disclosure may occur.

### Termination of Relationship

We agree to a no fault conclusion of the mentoring relationship if for any reason it seems appropriate.

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Mentor

Mentee

Date

### ARC Mentoring Report Form

Mentor	Preferred Contact Info
Mentee	Preferred Contact Info

Quarterly Report			
	Spring (March-May)		Summer (June-August)
	Autumn (September-November)		Winter (December-February)
Number of sessions this quarter?			

Y	N	Mentor
		Have you witnessed Spiritual Growth?
		Has your mentee been seeking suggestions?
		Has your mentee been accountable for stewardship of time, talents, resources and emotional health?
		Would additional assistance be helpful? If, so how or what?
		Have there been difficulties in mentoring this quarter?
		If so, have the issues been resolved?
		Comments:

Y	N	Mentee
		Have you witnessed Spiritual Growth?
		Have your questions been answered?
		What would be a helpful focus of mentoring for the next quarter?
		Would additional assistance be helpful? If, so how or what?
		Have there been difficulties in mentoring this quarter?
		If so, have the issues been resolved?
		Comments:

We have reviewed and discussed this form:

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Mentor	Mentee	Date
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Please return completed form to: