

# Placement Requirements Overview 2024 - 2025



## Overview

Placements, both in churches and other Christian settings as well as in social contexts, are crucial parts of formation for Ministry of the Word and Sacraments in the United Reformed Church. During EM1, you will be required to experience as wide a variety of placements as possible in each year of your programme leading up to your eight-month placement in your final year (your Living Ministry Placement).

All your placements will be arranged formally. You will be required to submit reflections on each placement and to arrange for your placement supervisors to report on your performance. How you approach these placements and how you engage with them will form part of the College's annual assessment of your progress and whether your call to the Ministry of the Word and Sacraments is confirmed.

Your placements are not means for you to tick off that you have done the required number of hours. They are vital parts of your formation. As a result, it is important that you engage fully with your placements to gain as wide an experience as is possible in preparation for ministry.

For full time students, in line with annual leave requirements for *Ministers of Word and Sacrament*, it is anticipated that you take five weeks of annual leave per year plus bank holidays. If for any reason you are unable to do so, please consult with your college tutor. If you would like to take advantage of other summer courses, please negotiate this with the Director of Pastoral Studies (DoPS)

For further information refer to the *Placement Guidance Handbook for Students*, the *Placement Guidance Handbook for Supervisors* and the *Social Context Placements Handbook*.

These can be found at <https://www.westminster.cam.ac.uk/urc/student-resources>

Password: West1899

## Stipendiary Ministry Residential: (Yuki, Abigail, Azeem, Machrina, Alex)

### Minimum 370 placement hours per year during years 1-3

- **During term time** (Oct-Nov; Feb-March; May-June):  
Sunday placement and 1 mid-week afternoon/evening (30 hours minimum per term). Regular attendance at a range of Sunday services; experience of leading and preaching; Bible study/small groups; shadowing some pastoral care visits  
**OR** Social context placement 0.5 / 1 day a week (30 hours minimum)<sup>1</sup>
- To include within the year and in consultation with Director of Pastoral Studies (DoPS), at least 30 hours social context placement and at least 30 hours ecumenical placement)<sup>2</sup>
- **Christmas, Easter and Summer vacations**  
Christmas and Easter 1 week full-time (28 hours minimum each).  
See guidelines in booklet; attendance and participation in several Christmas services (leading, reading, preaching, etc.)
- **Summer vacation:** 2 x 4-week or 1 x 8-week summer placement / social context placement / overseas. To include regular attendance; leading worship and preaching; participation in church meetings; pastoral meetings; as far as possible occasional offices (weddings, baptisms, funerals, etc.) (224 hours minimum)

## Stipendiary Ministry Block: (Jo)

### Minimum 370 placement hours per year during years 1-3

- To fit around block weeks
- Sunday placement and 1 mid-week afternoon/evening (30 hours minimum per term)  
Regular attendance at a range of Sunday services; experience of leading and preaching; Bible study/small groups; participation in church meetings; pastoral meetings; occasional offices (weddings, baptisms, funerals, etc.)

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<sup>1</sup> You can do the Social Context Placement weekly or as a block week, depending on the placement availability.

<sup>2</sup> Over the first three years of training, we recommend you undertake **two** different social context placements and two different ecumenical placements, depending on your prior experience.

- Including within the year and in consultation with DoPS at least 30 hours minimum social context placement and at least 30 hours ecumenical placement<sup>3</sup>
- **Christmas and Easter vacations**  
To include 1-week full time. 28 hours minimum .  
See guidelines in booklet; attendance and participation in several Christmas services (leading, reading, preaching, etc.)
- **Summer vacation:** If the summer vacation is shorter than residential SMs due to block weeks, 2 x 3-week or 1 x 6-week summer placement / social context placement / overseas. To include regular attendance; leading worship and preaching; participation in church meetings; pastoral meetings; as far as possible occasional offices (weddings, baptisms, funerals, etc.) (168 hours minimum)
- For block students who undertake block placements during term time, a reduced summer placement may be possible and can be discussed with DOPS

### **Block Weeks (Rough Pattern)**

5 days: mid-September

5 days: last week in September/start of Oct

3 days: End Oct / early Nov

(3 days: early Dec)

5 days early January (+ 2 inter-faith)

3 days: mid Feb

5 days: mid April

5 days: mid to late June

July: occasional courses, e.g. MHFA, Bridgebuilders, etc.

### **Non Stipendiary Ministry Block: (Rachel L, Rachel C, Joyce)**

- Placement hours for NSM students should reflect the proportion of time NSM students will be expecting to work once ordained. (For example, if anticipating 0.5 of

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<sup>3</sup> Over the first three years of training, we recommend you undertake **two** different social context placements and two different ecumenical placements, depending on your prior experience.

full-time hours, expected placement hours during first three years of training will be approx. 185 hours per year.)

- To fit around block weeks
- Including at least 30 hours within the year and in consultation with DoPS, social context placement and at least 30 hours ecumenical placement<sup>4</sup>
- **Christmas and Easter vacations**

To include 1-week full time (28 hours minimum).

See guidelines in booklet; attendance and participation in several Christmas services (leading, reading, preaching, etc.)

**Block Weeks:** (Rough pattern but only about 50%-75% of the following blocks)

5 days: mid-September

5 days: last week in September/start of Oct

3 days: End Oct / early Nov

(3 days: early Dec)

5 days early January (+ 2 inter-faith)

3 days: mid Feb

5 days: mid April

5 days: mid to late June

July: occasional courses, e.g. MHFA, Bridgebuilders, etc.

#### Non Stipendiary Ministry Model 4: (Sue, Lynne)

- Placement hours determined by individual training context and Synod expectations
- In addition: a short ecumenical placement and another URC placement (depending on prior experience and recommendation from E&L at assessment conference)
- Optional overseas placement if there is time and interest

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<sup>4</sup> Over the first three years of training, we recommend you undertake **two** different social context placements and two different ecumenical placements, depending on your prior experience.