



METRO/MTS TRAINEESHIP TRAINEE HOME CHURCH INFORMATION (2023)

METRO TRAINEESHIP

Thank you for supporting the application of a METRO Trainee.

The METRO Committee looks forward to working with you throughout this application process, and if successful, over the next few years as we partner with you to glorify the one true God by training others to make him known, who then train others to do the same.

For more detailed information about the traineeship, please refer to the document [“METRO Traineeship Information”](#).

Please note: METRO uses the terms Trainee and Traineeship, while MTS uses Apprentice and Apprenticeship, so both will be used throughout the document where appropriate.

METRO AND LOCAL CHURCH RESPONSIBILITIES

METRO traineeships are a partnership between the METRO Committee and local churches. METRO, on behalf of the PCV Assembly, facilitate the availability of the program by providing the process of coming into the program, the framework & training materials. METRO are responsible for the safety of trainees under 18 years of age at Graduation, Orientation, YouthMETRO Summer Intensive and MTS Challenge. Local church Sessions are responsible for the trainer, the trainee, child safe practices of the trainee/trainer, their ministries, one-to-one meetings, and other activities within their church. METRO cannot be responsible for the ministries that occur within the local church context, including one-to-one meetings.

Agreement to the above statement must be included in the Session Minutes Extract provided (see below).

If your applicant is successful, METRO will provide the Session Secretary access to the METRO Child Safety Manual, as well as reminders on Safe Church practices including one-to-one ministries, which is the foundation of this traineeship.

PATHWAYS AND FINANCIAL STRUCTURES

There are three pathways of MTS Apprenticeships that are available.

- Fair Work Australia Minimum wage
- MTS curriculum
- MTS scholarship

METRO Trainees are currently enrolled in two - Scholarship and Curriculum. There are some differences both in terms of study and finances.

For more information regarding the pathways & financial structures visit [“How the Numbers Work”](#) and <https://mts.com.au/for-apprentices/enquiry/>

Fair Work Australia Minimum Wage

The Fair Work Australia Minimum Wage pathway involves only ministry and no study component. Being the minimum wage this pathway requires apprentices to raise around \$25,000 so that they receive just over \$40,000 and their stipend (wage).

MTS Curriculum

The Curriculum Apprenticeship includes training conducted via the MTS Curriculum, with no requirement for formal theological training/study. The Curriculum pathway involves half a day of study. This is the standard Apprenticeship and the pathway that METRO has used in previous years.

In a Curriculum apprenticeship the apprentice is paid as an employee of a church or ministry. The METRO committee recommends doing this through the PCV office. With the Curriculum apprenticeship there are two options. The first option is to receive the minimum wage by doing 5 days a week “ministry experience”. The second option is to do 3.5 days “ministry experience” and 1.5 days “apprenticeship curriculum”. This second option will result in the trainee receiving a wage around 70% of minimum full time wage.

MTS Scholarship

The Scholarship Apprenticeship includes the MTS curriculum plus ASTC (Academic Studies in Theology Certificate). The certificate of Theology can be done through PTC (preferred), Cornhill, Youthworks, Ministry training for Women and Cross-cultural (Wycliffe). Apprentices need to allocate a day of study each week when they choose this pathway.

A Scholarship apprenticeship is funded by tax deductible donations through MTS. The type of scholarship will depend on the final wage.

As a guide to the financial commitments for the Session/Board of Management, MTS suggests the recommended Scholarship Values from the [‘How the Numbers Work’](#) document.

This Recommended Annual Scholarship Value is just a recommended starting point. The Annual Scholarship Value can be adjusted up or down depending on the personal circumstances of the Trainee.

This can be discussed with METRO and the applicant during the application process.

APPLICATION FORMS

1. Available Apprenticeship Notice [View](#)
 - *This form **must** be completed by the church before the other forms are submitted.*
 - *Under the “Apprenticeship Type” menu, ensure a METRO MTS option is chosen.*
2. METRO VIC Apprenticeship Application [View](#)
3. METRO VIC Trainer Application [View](#)
 - *All trainers must complete this form*

SESSION/BOARD APPROVAL

METRO requires an extract from a Session meeting confirming the funding and appointment of a METRO Trainee and appointment of their trainer.

If the Session and Congregation support this application, below is a suggested format to ensure all necessary details are included.

Suggested Session Minutes Formats

MTS Scholarship Pathway

The "Church Name" Session support the application of "Name" as METRO Trainee and "Name" as his/her Trainer for years 2023/24 for the following type of apprenticeship:

- Scholarship (Team Leader)
- Scholarship (Team Member)

The Session and Board understand that the METRO Committee will commit \$5000 per year towards the METRO Traineeship and "Name" will also raise \$x,000 per year towards his/her Traineeship.

The Session and Board accept the rest of the financial commitment to "Name" over the duration of the Traineeship, amounting to \$x,000 per year.

The Board is responsible for ensuring the trainee is adequately paid, and commits to cover any shortfall in fundraising.

Session understands the role of METRO and agrees to uphold the Session responsibilities outlined below [this statement must be agreed to in full]:

"METRO traineeships are a partnership between the METRO Committee and local churches. METRO, on behalf of the PCV Assembly, facilitate the availability of the program by providing the process of coming into the program, the framework & training materials. METRO are responsible for the safety of trainees under 18 years of age at Graduation, Orientation, YouthMETRO Summer Intensive and MTS Challenge. Local church Sessions are responsible for the trainer, the trainee, child safe practices of the trainee/trainer, their ministries, one-to-one meetings, and other activities within their church. METRO cannot be responsible for the ministries that occur within the local church context, including one-to-one meetings."

MTS Curriculum Pathway

The "Church Name" Session support the application of "Name" as METRO Apprentice and "Name" as his/her Trainer for years 2023/24 for the following type of apprenticeship:

- Curriculum (Team Leader)
- Curriculum (Team Member)

The Session and Board understand that the METRO Committee will commit \$5000 per year towards the METRO Traineeship.

If choosing 5 days FWA Minimum Wage ministry experience : The Session and Board will pay "Name" as an employee, and accepts the rest of the financial commitment to "Name". This will cover Minimum Wage (minus \$5000/year from METRO) per year for the duration of the Apprenticeship, which as of 2023 stands at \$46,903. We understand this amount will increase in the second year.

If choosing 3.5 days ministry experience & 1.5 days apprenticeship curriculum:

The Session and Board will pay "Name" as an employee, and accepts the rest of the financial commitment to "Name". This will cover MTS Curriculum wage (minus \$5000/year from METRO) per year for the duration of the Apprenticeship, which as of 2023 stands at \$34,482. We understand this amount will increase in the second year.

Session understands the role of METRO and agrees to uphold the Session responsibilities outlined below [this statement must be agreed to in full]:

"METRO traineeships are a partnership between the METRO Committee and local churches. METRO, on behalf of the PCV Assembly, facilitate the availability of the program by providing the process of

coming into the program, the framework & training materials. METRO are responsible for the safety of trainees under 18 years of age at Graduation, Orientation, YouthMETRO Summer Intensive and MTS Challenge. Local church Sessions are responsible for the trainer, the trainee, child safe practices of the trainee/trainer, their ministries, one-to-one meetings, and other activities within their church. METRO cannot be responsible for the ministries that occur within the local church context, including one-to-one meetings.”

SUBMITTING EXTRACT

Once completed, provide an extract of the Session minutes to the applying trainee and trainer for their records.

In addition, please email pcvmetro@gmail.com the following details:

1. Extract of Session minutes
2. Name and contact details of Minister
3. Name and contact details of Session Clerk

QUESTIONS

Any questions about the traineeship or funding, please contact the METRO Secretary Clinton Le Page at ClintonLePage@bpc.org.au or 0419 517 323