



## **EquipMETRO Traineeship (2024) Church Session Information**

### **EQUIPMETRO TRAINEESHIP**

Thank you for supporting the application of a EquipMETRO Trainee.

EquipMETRO is a one-year, part-time traineeship aiming to give an adult, of any age, experience and training in ministry. Trainees will be encouraged to be, think and serve like Jesus in their context as well as to explore new areas of service.

The METRO Committee has undertaken to assist and partner with churches in their investment in training their young people for Gospel ministry through EquipMETRO.

The METRO Committee looks forward to working with you throughout this application process, and if successful, over the next year 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 [EquipMETRO Traineeship Information](#).

### **KEY DOCUMENTS FOR CHURCHES**

- [METRO Child Safety Manual](#)
- [EquipMETRO Traineeship Information](#)
- [EquipMETRO Session Information](#) (This document)
- [EquipMETRO Church Form](#)

### **METRO CHILD SAFETY MANUAL**

It is important Session has read the [METRO Child Safety Manual](#) (regardless of the age of the applying trainee/s).

Churches with trainee/s under the age of 18 (for some or all of the traineeship) should note the extra policies and procedures that are in place, especially for one-to-one meetings.

Below is an extract from the manual highlighting the Session & METRO Responsibilities.

## SESSION AND METRO RESPONSIBILITIES

METRO traineeships are a partnership between the METRO Committee and local churches.

METRO, on behalf of the PCV Assembly, facilitates the availability of the program by providing the process of coming into the program, the framework & training materials. There are three different kinds of traineeships: METRO, Equip and YouthMETRO.

### **Responsibilities - Adult Trainees and Trainers**

Sessions are responsible to ensure that all METRO Trainers and Trainees have completed the Safe Church Volunteer Approval Process via the Safe Church Representative in their church. Session is also responsible to notify METRO once the Safe Church Unit approval to work with children notification email is received.

Local church Sessions are responsible for the Trainer, the Trainees (both those who are adults and those who are under 18 years of age in YouthMETRO), child safe practices of the trainee/Trainer, their ministries, one-to-one meetings, and other ministries and activities within their church.

METRO cannot be responsible for the one-to-one mentoring and activities or ministries, as these occur within the local church context and METRO are unable to provide oversight and supervision.

### **The local church Session is aware of and will comply with:**

- The requirements for a EquipMETRO Trainee.
- The PCV's "Safe Church" Policy, Procedures and Program and "Working with Children Check" requirements, including but not limited to, as the EquipMETRO Trainee may work with children under 18.
- The responsibilities of the Session as outlined above.

## FINANCIAL CONTRIBUTION

METRO asks that churches contribute a nominal amount of \$250 towards the training of each EquipMETRO trainee serving in their church. Churches with successful traineeship applications will be contacted regarding this payment process.

Funds will be used to subsidise the provision of training materials, books, and trainees' attendance at the Engage Leader's Conference and MTS Challenge.

METRO also asks that churches consider funding the cost of an additional two or more books for the trainee and trainer that are recommended in the training material and/or may be related to the trainees areas of interest or aspects of personal godliness.

## APPLICATION FORMS DUE BY OCTOBER 15TH, 2023

1. [Trainee Form](#)
2. [Trainer Form](#)
3. [Church Form](#) (Minister or Session Clerk to complete)
4. **Session Minutes Extract** to be emailed to [pcvmetro@gmail.com](mailto:pcvmetro@gmail.com)

### SESSION/BOARD APPROVAL

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

If the Session supports the applicant/s, below is a suggested format to ensure all necessary details are included.

#### Suggested Session Minutes Format

The "Church Name" Session supports the application of "Name" as EquipMETRO Trainee and "Name" as his/her Trainer for 2024.

The Session and Board accept the financial contribution of \$350 to METRO to subsidise the provision of training materials, books and the trainees' attendance at camps and events.

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, facilitates 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."

Session has read and agrees to follow the additional child safety policies & procedures outlined in the METRO Child Safety Manual, in addition to PCV Safe Church Policy, Procedure & Practice Manual, and wise practices.

Session understands that the METRO committee has the authority, after consultation with the local church Session to cease, pause or extend any traineeship.

### QUESTIONS

Any questions about the traineeship, please contact the METRO Convener Clinton Le Page at [ClintonLePage@bpc.org.au](mailto:ClintonLePage@bpc.org.au) or 0419 517 323 or METRO Admin at [pcvmetro@gmail.com](mailto:pcvmetro@gmail.com)