Contract for Leadership

At the invitation of The Montreal School of Theology (MST),

DR. ASHLEY MOYSE agrees to lead the webinar course **CONSTRUCTIVE THEOLOGY FOR THE SCIENTIFIC AGE.**

The program will take place by online webinar at the following times:*

September 6, 2017 from 6:00 – 8:45 pm EST
September 13, 2017 from 6:00 – 8:45 pm EST
September 20, 2017 from 6:00 – 8:45 pm EST
September 27, 2017 from 6:00 – 8:45 pm EST
October 4, 2017 from 6:00 – 8:45 pm EST
October 11, 2017 from 6:00 – 8:45 pm EST
October 18, 2017 from 6:00 – 8:45 pm EST
November 1, 2017 from 6:00 – 8:45 pm EST
November 8, 2017 from 6:00 – 8:45 pm EST
November 15, 2017 from 6:00 – 8:45 pm EST
November 22, 2017 from 6:00 – 8:45 pm EST
November 29, 2017 from 6:00 – 8:45 pm EST
December 6, 2017 from 6:00 – 8:45 pm EST

*An additional hour and 15 minutes of contact time outside of the schedule above must be planned and scheduled by the instructor. Total number of contact hours: 37.

Related MST staff: Philip L. Joudrey

MST and the Leader/Presenter agree to the following Terms and Conditions:

1. Fee
A fee of $6,000.00 will be paid by MST to the Leader/Presenter upon completion of the program at which time the contract will be terminated.

2. Promotion
MST will assume responsibility for promotion of the Program. The Leader/Presenter is also encouraged to promote the program and MST will provide flyers upon request. In consultation with the appropriate staff person, the Leader/Presenter may be asked to provide a draft title, course description and brief bio for promotional purposes. MST reserves the right to edit the draft, unless otherwise agreed.

3. Program Presentation

For programs delivered on-campus, MST will provide the Leader/Presenter with adequate physical space and necessary equipment for the implementation of the program.

For programs delivered online, the instructor is responsible for providing their own computer and peripherals and must have an internet connection that meets MST's connectivity requirements as outlined in the attached document.

In offering a program at MST, the Leader/Presenter agrees to:

- honour the Mission Statement of MST (see attachment)
- work with MST staff to ensure the program content and process support the transformational learning approach of MST
- treat all event participants with equal respect and concern
- honor the trust of event participants
- refrain from exploiting relationships for personal gain or gratification, including any conduct or verbal insinuation that could be construed as implying or suggesting sexual abuse (harassment or misconduct.)

4. Cancellation Policy

Should the course need to be cancelled within six (6) weeks of beginning the course, you will be paid 10 % of the agreed upon remuneration for the course in appreciation of your preparation. Prior to six weeks, cancellation will be without remuneration.

Should the course need to be cancelled within seven (7) days of beginning the course, you will be paid 50 % of the agreed upon remuneration for the course.

Any previously agreed upon travel or lodging arrangements for the leader/presenter that are not reimbursable will be covered by MST upon presentation of receipts and completion of an MST expense form. Other non-reimbursable costs (photocopying, etc.) will also be reimbursed.

This contract is considered in effect when the following signatures are affixed and dated.

	18 July 2017
(Leader/Presenter)	**(Date)**
(Philip Joudrey – MST Staff)	18 July 17 **(Date)**

Leader/Presenter's Address: 111-16396 64th Avenue, Surrey, BC V3S 6X6

Leader/Presenter's Phone: 778-233-0266

Leader/Presenter's Email: amoyse@regent-college.edu

Social Insurance Number: 646 780 312

Please provide any missing information, sign and return both copies of this contract to UTC as soon as possible. A counter-signed contract will then be returned to you.

MST MISSION STATEMENT:

The Montreal School of Theology is an ecumenical body consisting of three autonomous theological colleges affiliated with one of Canada's leading universities, McGill University. Students of the school are registered at one of the denominational colleges (either the United Theological College or the Presbyterian College or the Montreal Diocesan Theological College). Students in the M.Div. program also have to register at McGill University.

The mission of the Montreal School of Theology is equipping faithful leaders for ordained and lay ministries in the church and the world.

OUR VALUES:

We are committed to building a consortium that values:

- o Diversity
- o Being rooted in one's own theological traditions
- o Building and being part of the larger church of Christ
- o Creativity and innovation
- o Engagement in the world
- o The intersection of scholarship and ministry

OUR VISION:

Our vision is to support a faith-based learning community within a collaborative ecumenical partnership, that encourages:

- o Biblical interpretation and theological reflection
- o Exploration of the Christian faith
- o Competency for missional leadership in a changing world
- o Integration of learning with life and witness
- o Personal faith development and spiritual formation
- o Personal integrity and authenticity
- o Understanding and respecting the faith of others
- o Engagement in the larger society in the Quebec context and beyond
- o Inter-disciplinary study
- o Life-long learning

We serve students and lay people from various Christian traditions and from around the world. We are committed to building a faculty with strong academic formation as well as ministerial and leadership experience.

LEADER / PRESENTER GUIDELINES

A great benefit of MST programs is the generating and sharing of learning resources for ministry. It is also desirable to provide a record of program events and encourage scholarship in both method and research. With that goal in mind, MST instructors are asked to submit relevant materials for distribution. These materials should not necessarily be all the material from the leader/presenter's event, but may include the following:

- papers
- summaries and outlines
- charts and other handouts
- articles
- bibliographies and research
- resources and contacts for further information

Materials submitted should have enduring value and transferability, and should aim to be informative to those who may not be present at the session.

TECHNICAL REQUIREMENTS FOR RUNNING WEBINARS OFF-SITE

Computer essentials:

Plan to use the classroom at the college if you are not sure about your home capabilities or if you do not have sufficient speed, data, or bandwidth. IF WORKING OFF CAMPUS YOU NEED:

1. A reliable high-speed Internet connection in a space with no background noise.

If you are on a slow network or shared connection such as a Wifi network that others are using, you will have difficulty with the webinars. Participant sound will be spotty and there will be problems loading and showing content. Note that Zoom webinars are heavy users of data, so ensure that your data plan is adequate if you plan to run webinars off-site.

2. A web camera (also called a webcam). These are built in to most laptops and are available inexpensively for most desktops). Students will only turn on their camera when talking or directly addressed.

3. A headset with a microphone (ear buds of the type used for cellphones will work with most laptops, if the ear buds have a built-in microphone). Course instructors will need a headset with microphone.

4. Access to a telephone (a telephone conference call is used for backup should technology fail). For comfort, a telephone headset is preferred. Speakerphone use is not feasible because of the noise/feedback created.

Testing your system:

Test your connection at https://zoom.us/test.
This step will test your system requirements and Internet connection, but *not* your headset, web camera or microphone.

Learning more:

Go onto your site regularly to set up, practice, and plan your classes.

To become better-acquainted with Zoom, please refer to the Getting Started Guide, which includes helpful articles, videos, and tutorials: https://support.zoom.us/hc/en-us/articles/201362033-Getting-Started-on-PC-and-Mac

Zoom also offers free online training through tutorial videos and weekly conference call training sessions. Please visit the "Free Training" section of the following website for more information about these resources: https://support.zoom.us/hc/en-us/articles/206175806-Top-Questions