

<b>Position:</b>	Director of Field Education
<b>Reports to:</b>	Director of MST
<b>Position type:</b>	0.75 of FTE
<b>Term:</b>	4 Years
<b>Start date:</b>	August 1, 2023 (flexible)
<b>Work Schedule:</b>	To be determined in consultation with the Director of MST
<b>Work Location:</b>	3495 University Street, Montreal (on site)

The Director of Field Education supports and oversees the scheduling, planning, and execution of the In Ministry Year (MDiv, Year 3) on an annual basis, and provides particular oversight of student placements. The Director of Field Education also has a mandate to continue the work of renewing and extending the field education program of MST, in consultation with the Academic Committee of the School.

We note that there is also a possibility that this position would become full-time based on a part-time employment opportunity (Director of Pastoral Studies) at the Montreal Diocesan Theological College.

*Responsibilities:*

- Extend a process of research and evaluation with respect to MST's current practices of field education—a process that has included consultation with recent supervisors, graduates, judicatory bodies, and others.
- Based on research and evaluation recently completed, to participate in discussion of changes to MST's field education program and wider curriculum, including with due attention to contextual, community-oriented ministries.
- Develop a network of community-oriented placements to incorporate into field education program.
- In collaboration with the Registrar, oversee the scheduling, planning, and execution of the In Ministry Year on an annual basis.
- Organize and deliver training and orientation for clergy supervisors and members of lay committees.
- Arrange for appropriate field education placements for all students in the In Ministry Year (in collaboration with the appropriate director of pastoral studies, in conversation with the individual colleges).  
In collaboration with the registrar and appropriate director of pastoral studies, take a leadership role in ensuring proper reporting and evaluation across the length of the field placement, including supervisor reports and evaluation meetings, lay committee reports, and student self-reporting.

- As requested by colleges, coordinate field education placements for students in earlier years of MST-related academic degrees, both those during the academic year and, where relevant, summer field placements.
- Connect to broader professional networks engaged in field education in Canada and the United States.
- Teach course(s) in M.Div. 3 (the In Ministry Year) in accordance with area of specialization.

*Background/requirements:*

- Earned academic or ministerial doctorate in a field of study related to congregational ministry.
- At least five years of experience of leadership in congregational ministry.
- Past experience of having supervised students in field education placements.
- Ordination in a Christian tradition from which MST's students are drawn, preferred.
- Ability to correspond with lay committees/supervisors and engage in evaluations of students in English and French, strongly preferred.

*Pay Scale:*

As noted above, this position is at 75% of full-time. The position will be paid at 75% of the following:

\$77-\$82,000 (Full time scale)

The position also includes:

- Pension plan participation.
- Health and Dental Plan participation.
- Clergy housing deduction for qualified persons.
- 5 weeks of holidays, annually.

*Application Procedure:*

Please send your covering letter and CV to the following:

Rev. Dr. Roland De Vries  
Director, Montreal School of Theology  
3495 University Street  
Montreal, QC  
H3A 2A8  
[rdevries@pcmtl.ca](mailto:rdevries@pcmtl.ca)

We will begin to review applications the week of July 3<sup>rd</sup> and will expect to proceed to a first round of interviews shortly thereafter.