MINISTRY
DESCRIPTION OF
THE APPRENTICE

PRAIRIE
COLLEGE
Ministry Description of the Apprentice

The Apprentice helps the Leader in facilitating the IMPACT group toward the mission of IMPACT ministry.

Responsibilities:

The specific responsibilities to accomplish this include at least the following:

- **Support the Leader**: Work with the Leader to achieve the mission of the Group.
- **Care for the group members**: Pray for and with the members of the group, meet one on one to assist them in spiritual formation, provide help and accountability for their growth goals.
- **Learn from the Leader**: Be equipped to lead an IMPACT Group through developing an agreement, debriefing meetings together, asking questions, inviting feedback.
- **Submit to the Leader**: Be accountable to him/her for the responsibilities of this ministry.
- **Fulfill the tasks of leadership**: The non-negotiable delegation list of task is in the chart below, but you may do more than what is outlined here.

<table>
<thead>
<tr>
<th>By the end of:</th>
<th>The Apprentice Will Have</th>
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<tbody>
<tr>
<td>October</td>
<td>Given their testimony</td>
</tr>
<tr>
<td>November</td>
<td>Lead a game, initiative or icebreaker</td>
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<tr>
<td>December</td>
<td>Organized and led one fun group event</td>
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<tr>
<td>January</td>
<td>Lead or facilitated an intentional focused prayer time / Lead a 1 on 1</td>
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<tr>
<td>February</td>
<td>Lead a biblical discussion and reflection time / Lead a 1 on 1 (2 total)</td>
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<tr>
<td>March</td>
<td>Lead one full IMPACT group meeting / Lead a 1 on 1 (3 total)</td>
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<tr>
<td>April</td>
<td>Lead two (total) IMPACT group meetings</td>
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- **Attend Training**: There will be monthly training and a winter retreat that an apprentice must do his/her very best to come to.
- **Look for an Apprentice**: It is never too early to identify someone you potentially would like to work with as you take responsibility of a group in the following year.
Prioritize ministry

- Rearrange your ministry priorities to ensure you can be faithful to this ministry in these ways:
  - meet regularly with your IMPACT Leader (at least every two weeks).
  - demonstrate an example of a growing disciple
  - be a friend to the group and leader
  - be available when problems arise
  - help in preparing for scheduled times together
  - demonstrate appropriate self-sacrifice
  - pray for your IMPACT leader and his/her family

Qualifications of an Apprentice

- Heart for God (Begin with the heart)
  - Does he/she seek to obey God in every area in which he/she knows God’s will?
  - Does he/she spend time in God’s Word?
  - Does he/she spend time in prayer?
  - Does he/she talk about what he/she is learning from the Lord?
  - Is God changing his/her life?

- Available (issue is about priority, not time)
  - Is she/he willing to participate in ministry opportunities?
  - Has she/he been increasingly willing to sacrifice her/his time to advantage of ministry opportunities?
  - From what you know about this person, would her/his schedule permit her/him to be involved in ministry activities?

- Faithful
  - Does he/she follow through on commitments?
  - Does he/she make commitments to do things he/she knows are important?
  - Does he/she do what is right even when he/she does not feel like it?

- Teachable
  - Does she/he seek out the advice of others?
  - Does she/he apply God’s Word to his life?
  - Is she/he eager to learn?
Apprentice Agreement

• You will establish mutually agreed upon goals and parameters with your IMPACT Leader in order to maximize the potential of this relationship.

• An agreement helps to clarify and confirm the expectations of the relationship (form provided on web-site).

• Misunderstanding in mentoring relationships most commonly arises from mistaken expectations. The IMPACT Leader should facilitate this conversation early in the relationship.

• What are your expectations? This includes areas such as:
  • Honest and transparent relationship (confidentiality commitment)
  • Time commitment (meeting and homework)
  • Growth (not simply information or friendship)
  • Ministry (give what you are learning to someone else)
  • Length of Commitment

Debriefing/Evaluation

Take turns with your IMPACT Leader regularly evaluating one another. When you lead a portion of the meeting; make sure you ask for feedback.

When evaluating your IMPACT Leader do not overload with improvement areas; give affirmation (5 positives for every 1 improvement).

Create a list of questions or areas on which to evaluate one another – these can be related to the official appraisal forms to make official appraisal an easy task.

One to One discipleship

Ask your IMPACT Leader to take some time to disciple you wherever they feel capable. Here are things your IMPACT leader may want to know in order to discern how to pour into your life:

• Background Experiences – past family? Past hurt? Past sin?
• Spiritual Experiences – testimony? Conversion? Temptations?
• Levels of Relationship – accountability partner? Small group? Family? church?
• Biblical Knowledge
• Spiritual Disciplines – Bible Reading? Prayer? Worship? Solitude? Study?
• Ministry Development
Personal training and encouragement
Your DSD will provide an intentional plan of development (monthly training coupled with the monthly non-negotiable tasks of leadership found in the chart above). You need to participate in this fully in cooperation with your IMPACT Leader. This gives a minimum of how you will work as an Apprentice.

Appraisal
Your appraisal will be identical to that based on the responsibilities of every member of the group, but will also include reference to the following:

- **LEADERSHIP** members were willing to follow; earned respect.
- **AUTHORITY** appropriate use of authority in leading; appropriate structure and control within the group.