



## Education for Ministry

62 Herewini St  
Titahi Bay  
Porirua 5022  
021 246 0672

[educationforministrynz@outlook.com](mailto:educationforministrynz@outlook.com)  
[www.efm.org.nz](http://www.efm.org.nz)

## Letter of Understanding

Dear EFM Group Member

Welcome to EFM! We hope and pray that your enrolment with the EFM programme marks the beginning of a rich and fruitful journey of study and reflection that serves to deepen your Christian faith and discipleship.

This letter describes the general terms of our mutual agreement regarding your participation in the EFM programme. Please read it carefully, so that you are aware of the full nature of our agreement. A clear understanding of your commitment now will diminish subsequent confusion or disappointment.

### Resources

You will be responsible for reading and reflecting upon the study materials. The mentor will not “teach” the course content; you are expected to study it on your own, and be in a position to share and contribute your reflections and learnings in the EFM group meetings. You will be provided with a Reading and Reflection Guide (RRG), and are responsible for purchasing your own texts. The details of these have been or will be provided by your mentor.

### Mentor

The EFM group mentor is guide, enabler, and companion. The mentor will facilitate your group discussion about the course content, and will lead you through the task of theological reflection. You will learn and practise the craft of theological reflection not only in a group setting, but also as an individual life skill, to enable you to reflect on your personal life experiences and experiences in ministry. Although the mentor is not expected to lecture or teach the content of the course, he or she will point you back to the reading material for further reflection when needed.

The mentor is responsible for the delivery of the EFM programme at the local level. The mentor is also responsible to the University of the South, in Sewanee, Tennessee, through EFM New Zealand, and has undertaken to attend regular mentor training by EFM trainers.

### Commitment

The commitment you make when commencing EFM is to your group and to the completion of the study of one year’s resources, as well as regular attendance at group meetings.

You also commit to pay in full fees for one year’s study in advance. This payment is made at the time of your enrolment. Your EFM fees go towards the cost of EFM mentors’ and trainers’ resources and training, the administration of the EFM programme in New Zealand, the production and printing of the RRG and other study resources, and our contractual obligations to Sewanee, and are non-refundable.

It is essential to the life of the EFM programme and to the success of your group that you understand clearly your commitment to the EFM programme. In signing the enrolment form, you are entering into a contract with the University of the South. Fees once paid are not refundable.

### Code of Ethics

As a Christian organisation, we seek to be guided by our Christ-centred faith: in particular to follow Christ's great commandment to "love one another as I have loved you".

If you see something happening within EFM that you think might be unethical, you are strongly encouraged to discuss this with your mentor and/or a member of the EFM Board. As a responsible organisation, we undertake to take all such matters seriously.

**Should you have any other questions or concerns about the EFM programme or the commitment in which you are entering, please discuss your concerns with your mentor.**

May God bless your EFM journey!

Yours sincerely,

Michael Crawford-Butler  
Administrator