

1 This document was approved at the NZACPE 2020 AGM.  
2 NZACPE views it as a 'living document' i.e. open to continuous review and adaptation.

### 3 **New Zealand Association for Clinical Pastoral Education (Inc)**

4 a member of the Australian and New Zealand Association for Clinical Pastoral Education

## 5 **Becoming a Clinical Pastoral Supervisor-in-Training (SIT)**

6 A **SIT** is a person working towards becoming  
7 a **Clinical Pastoral Supervisor (CPSup) - Level One.**

8 Before applying to become a SIT you will usually already have:

- 9 1) a theological degree, or an equivalent
- 10 2) at least five years pastoral experience
- 11 3) bi-cultural, multi-cultural and inter-faith experience
- 12 4) undertaken a minimum of 3 CPE Units
- 13 5) a familiarity with the action-reflection method of theological education and have significantly gained  
14 from this process of learning
- 15 6) familiarised yourself with the ANZACPE Standards Level One (see this website, under the heading of  
16 *ANZACPE / Standards Level One*)
- 17 7) gained endorsement from your current supervisor and local CPE Centre to make this application

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19 To apply to become a SIT, you need to contact the Secretary of NZACPE (see this website under the heading of  
20 *NZACPE / Executive*) requesting a Consultation with three Supervisor/Educator members of NZACPE.

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22 The NZACPE Secretary will then:

- 23 1) inform you of a date for you to engage in a Consultation (this normally coincides with the Annual Conference  
24 of NZACPE)
- 25 2) inform you of the names and addresses of the members of your Consultation Committee to whom you  
26 must post/email a copy of your written materials (see below) at least **three weeks** prior to the date of  
27 the Consultation

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29 Your Consultation will take the form of a discussion, with you involved, regarding the appropriateness and  
30 timing of your request to begin as SIT, plus who might be your training Clinical Pastoral Educator (CPEd).

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32 The purpose of your Consultation is to affirm **your readiness** to make this step into SIT. It is **not** in any way  
33 an assessment interview.

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35 **In order to present yourself for this Consultation you will need to prepare the following materials:**

- 36 1) a front page containing:
  - 37 a) your name and contact details
  - 38 b) your spiritual/religious/faith affiliation
  - 39 c) your theological/spiritual degree(s) / diploma(s) / certificate(s), or subjects completed towards  
40 a theology/spirituality qualification
  - 41 d) your CPE experience, as a CPE student (i.e. date; location; CPE supervisor)
  - 42 e) a declaration of any written or other formal complaints in regard to yourself, and the outcome  
43 of any investigation
  - 44 f) your statement of request of your upcoming Consultation Committee
- 45 2) an autobiography, including a description of your spiritual journey
- 46 3) the final evaluations (your own and those of your supervisors) from your two most recent CPE Units  
47 (ensuring that you respect issues of confidentiality for the other CPE students cited in these evaluations)
- 48 4) two PERs from your recent pastoral ministry (ensuring that you respect issues of confidentiality for the people  
49 cited in these PERS)
- 50 5) a description of your proposed:
  - 51 a) learning goals as a SIT
  - 52 b) contract with your proposed training CPEd

- 53 6) a brief statement in which you describe your motivation to become a CPSup (i.e. why are you wanting  
54 to take this step at this point in your life)  
55 7) a description of any previous supervisory training (other than CPE)  
56 8) a letter from a person in leadership within your spiritual/religious/faith affiliation attesting to your good  
57 standing in that body and endorsing your application to be a SIT  
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59 All the pages of the above materials need to be numbered to enable ease of reading and reference for your  
60 Consultation Committee.

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62 You need to provide a copy of your materials for each of the three Consultation Supervisors/Educators, plus  
63 your proposed training CPEd.  
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65 Your written materials will be returned to you after your Consultation.  
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### 67 **The Process of the Consultation**

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69 Each member of your Consultation Committee will have received and read your materials in preparation for  
70 their meeting with you. You will be invited to be present throughout the Consultation, and to engage with the  
71 whole process, including the decision regarding your future within NZACPE.  
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73 Should your Consultation Committee come to the decision that you are ready to beginning as a SIT, then you  
74 will be welcomed as a SIT, and ongoing supervisory/educational support for you will be confirmed by  
75 NZACPE.  
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77 Following your Consultation you will be required to:

- 78 1) remain in regular supervision with a stipulated CPEd  
79 2) attend the annual conference of NZACPE  
80 3) present to a Consultation or Review Committee at least biennially  
81 4) safely store all documentation for future Consultations or Reviews  
82 5) sustain and guide your practice by reading about the art of supervision (see this website under the heading  
83 of *Becoming a CPE Supervisor/Educator / Bibliography for CPE Supervisors/Educators*)  
84 6) seek evaluative feedback from CPE students with whom you have supervisory contact  
85 7) maintain a learning-journal which will provide you with a basis for the written materials that you will  
86 need to present to a future Review Committee that will assess your readiness to be accredited as a  
87 CPSup (Level One)  
88

89 Should your Consultation Committee come to the decision that you are not yet ready to begin as a SIT, your  
90 Committee may recommend a way forward so that you might **become ready** to be a SIT.