



LETTER OF INTENT

Pertaining to engagement in the Certificate in Biblical Leadership (CBL) program offered by the Evangelical Baptist Seminary of Quebec in partnership with Acts 29 Canada.

PARTIES INVOLVED

This agreement is made between the student, the local church and the student's coach (church coach), the Séminaire Baptiste Évangélique du Québec (SEMBEQ), and the coach provided by SEMBEQ (academic coach).

ENGAGEMENT

By signing this Letter of Intent, each party acknowledges and accepts its individual responsibility towards others as a fundamental element of the student's education.

EN DATE DU

May 1st 2020

SUMMARY

The competency-based training program was created to help local churches and their leaders train pastors and elders, church planters, missionaries and other vocation leaders to advance the work of the Gospel in Quebec. It is a training that requires the student to develop and demonstrate specific skills related to his understanding, character and ability to lead others in a real ministry context.

This training requires all participants to commit themselves and invest seriously where each person is called upon to invest in the lives of others for several years.



REQUIREMENTS OF THE LOCAL CHURCH (OR CHURCH PLANTING PROJECT) AS THE PRIMARY CONTEXT FOR TRAINING

1. The Certificate of Biblical Leadership program is an in-context formation which requires that the following structural elements will be available to the student in some capacity, even if he or she will be involved in developing them for the first time:
 - a. A regular gathering with public proclamation of the gospel
 - b. A small group structure within the greater community
 - c. A missional context or community in view
 - d. A local church organizational structure with administrative and operational components
 - e. A leadership team of elders (or equivalent) who are responsible for oversight of the church and who will encourage and provide tangible support to the student and the designated church coach throughout their involvement in this training.

A. QUALIFICATIONS AND RESPONSIBILITIES OF THE STUDENT

1.1 Character and Church Life

- a. Demonstrate a strong commitment to gospel-centred living by exhibiting spiritual fruit and service in the church and be on a growth trajectory that reflects a calling and capacity for vocational leadership, as recognized by other leaders.

1.2 Commitment to Program and Student Life

- a. Commit to making the necessary time investment in the program, to work according to the pace agreed upon with their coaches, and to be accountable for their work to their coaches and to SEMBEQ.
- b. Take responsibility for their own formation and take the initiative to pursue opportunities to serve and grow, under the supervision of their two coaches. While both the church coach and the academic coach are available to help the student reach their goals, this is a leadership development program and it is not up to the coaches to lead the student through the program.
- c. Pay all SEMBEQ tuition and fees on time.
- d. Should the student qualify for and decide to pursue an accredited degree with Northwest Baptist Seminary (NBS) in conjunction with the Certificate of Biblical Leadership Program, the student accepts responsibility to make application to NBS fifteen months prior to their expected program completion date, process any additional academic requirements, and pay the tuition and fees related to the degree.



B. QUALIFICATIONS AND RESPONSIBILITIES OF THE CHURCH COACH

1.1 Character

- a. Be an active leader who displays a personal example of godly character, conviction, and competent service to the church and is committed to the centrality of the gospel for all of life and ministry.
- b. Be in a position to represent the host church leadership with respect to the objectives of this program.

1.2 Coaching

- a. Expect to invest up to several hours in this role each week.
- b. Commit to receiving ongoing SEMBEQ coaching training
- c. Keep the Church leadership informed of the student progress;
- d. Establish a relationship that resembles that of a father with his son as described by the apostle Paul in 2 Timothy 1:1-5:
 1. be willing and able to provide personal and pastoral coaching to the student, and be close enough to the student to assess and address their commitment to gospel-centred living as demonstrated through their spiritual fruit and service in the church.
 2. provide practical coaching, ensuring the student has access to leaders who have already developed the competencies he or she is pursuing. They must also facilitate opportunities for the student to serve in each area specified in their training plan within a reasonable time window.
 3. provide regular feedback on student performance including insight into their character and conviction to the student and to the academic coach, as well as immediate feedback in the event of a problem that touches on the student's ability to reasonably advance in their formation.
 4. provide a qualified replacement coach in the event that they are not able to fulfill their commitments to the other parties at any point during the student's participation in the program.
- e. Be able to work well within the Pathwright online educational platform.

C. QUALIFICATIONS AND RESPONSIBILITIES OF THE ACADEMIC COACH

1.1 Character and gifting

- a. Display a personal example of godly character, conviction, and competent service to the church and be committed to the centrality of the gospel for all of life and ministry and theological instruction.
- b. Hold a Master's degree or similar credential and have sufficient academic training and experience with theological education such that they can effectively engage their responsibilities to the student.



- c. Be spiritually gifted and able to teach the Bible and gospel-centred theology.
- d. Be able to read English and be fluent in either French or English, preferably both.

1.2 Commitment to Program

- a. Offer regular availability to students (in person or via internet) at a minimum of 1-2 times per month and be willing to help the church coach with respect to their responsibilities.
- b. Expect to invest up to a few hours each week in his role.
- c. Provide, within a reasonable period of time, a fair and rigorous academic evaluation of the student's work and respond promptly to questions regarding the work.
- d. Provide constructive feedback that will encourage and facilitate the student's completion of the program.
- e. Be able to work well within the Pathwright online educational platform.

D. RESPONSIBILITIES OF SEMBEQ

1.1 Academic Life

- a. Provide administrative support and academic oversight to the student, their church coach, and their academic coach with respect to all program requirements including the use of the online educational platform (Pathwright).
- b. Provide each student with a qualified academic coach who will accompany them through the duration of their training, and serve as the SEMBEQ representative for the student, the church, and the church coach.