



## International Christian Maritime Association

### SEAFARERS MINISTRY TRAINING (SMT) TERMS OF REFERENCE

#### **Background and Justification**

Ministering to seafarers is different from being a pastor ashore. Pastoral workers starting maritime ministry encounter challenging new experiences. The SMT introduces newcomers to the maritime ministry to the theological and practical aspects of ministering to seafarers and the wider maritime community.

It is designed to help participants deepen their commitment to the ministry and to develop their professional and spiritual perspective.

The participant's own style, religious and cultural background plays an important role in the learning process.

SMT offers a unique opportunity to learn from each other in a multicultural and ecumenical environment.

Each SMT shall be held in the spirit of ICMA's aims and objectives

#### **Objectives**

The principal objective of the SMT is to train chaplains who work in a maritime ministry environment.

After completing the training, participants will be equipped with a wide range of information and practical skills that they can use in their ministry among seafarers.

They will understand key elements of pastoral and intercultural communication.

They will learn different models of maritime ministry and apply different theological paradigms to them.

They will improve their ability to assess and respond to actual situations.

### **Content of the Training**

Core subjects of the SMT are:

Pastoral Communication  
Pastoral Theology  
Seafarers' Rights  
Ecumenism  
Intercultural Communication  
Models of Maritime Ministry  
Seafarers' Health  
Inter Religious Dialogue  
Introduction to the Maritime World

Variable subjects of the training are:

Web Design  
Ministry to Fishers  
Public Relations and Fundraising  
Crisis Ministry  
Mission Theology  
Other subjects can be added to respond to actual situations in the maritime industry and to maritime ministry requirements.

### **Methods**

Generally a fourfold principle is followed on applying learning methods:

1. Participatory Learning
2. Learning in Action
3. Experiential Learning
4. Lectures

A variety of training methods is applied to adapt to the participants' diverse

learning styles and academic backgrounds. Group work and role play enforce participants' understanding of subject matter principles and give them the opportunity to practice and reflect on their own styles in a protected environment.

Educational emphasis is placed on empowering participants to apply learned skills to their workplace.

### **Coordination**

SMTs are coordinated by an organizing team led by a Coordinator.

The Coordinator has the overall responsibility for the SMT at all times. The coordinator may appoint staff members as appropriate.

The tasks of the Coordinator are:-

1. to prepare each SMT course
2. to lead the SMT course
3. to appoint a treasurer who shall consult with the ICMA accountant
4. to submit a written report to the ICMA Executive Committee (ExCom)

The organizing team in consultation with the Standing Committee on Education and Training (SCET) shall select candidates for the course.

Preference should be given to newly appointed chaplains.

The diversity in ICMA should be recognized. As many ICMA members as possible shall be represented in a course.

Subject to available resources the organizing team's travel and accommodation costs should be included in the SMT budget.

The organizing team should be available throughout the course.

The organizing team's treasurer shall submit a detailed financial report with receipts to the Coordinator for submission to the ICMA treasurer.

The Coordinator shall submit a written report to ICMA Executive Committee detailing participants, staff, curriculum, evaluations from staff and participants,

and recommendations for improving SMTs.

### **Resource Persons**

Resource persons should possess appropriate education, training, experience, teaching skills and English language fluency for the subject matter of their training units.

### **Venue and Duration of the Training**

The training takes place annually for two consecutive weeks at a location determined by SCET.

### **Application Procedure**

Information on each new SMT shall be sent by the ICMA Secretariat to all ICMA members, ICMA regional coordinators and be posted on ICMA's website.

A completed Application Form shall be endorsed by each candidate's member society.

Candidates shall transmit their completed application forms to the Coordinator before a date set by the organizing team.

The Coordinator submits applications and recommendations to SCET.

### **Financing**

The Coordinator shall submit detailed budgets for the SMT to the ICMA Secretariat by March 31<sup>st</sup>.

Financial administration of the SMTs shall be managed in accordance with ICMA's financial policy.

Full financial reports are required within three months of the completion of the SMT.

All payments must be substantiated by receipts.

Unspent advances must be returned to the ICMA Secretariat within three

months of the completion of the SMT.

### **Evaluation**

Each course shall be evaluated by the trainees and the organizing team.

### **Reports**

The final reports shall be submitted to the ICMA secretariat within three months of the completion of the SMT.