**PITTSBURGH THEOLOGICAL SEMINARY**

# 616 North Highland Avenue

**Pittsburgh, PA 15206-2596**

**(412) 924-1404 or (412) 924-1415**

**(412) 924-1815 - Fax**

**FIELD EDUCATION POSITION DESCRIPTION COVER SHEET**

**(This page will not be posted on the bulletin board)**

**Position Title**

**Name of Church or Organization**

**Street Address**

**City, State, Zip Code**

**Supervisor/Contact Person**

**Telephone Number**

**E-Mail Address**

**Suggested Route from Seminary to Placement Site:**

POLICY STATEMENT: The Seminary has an Equal Employment Opportunity Policy in accord with faculty action and denominational policy. On April 12, 1962, Pittsburgh Presbytery urged churches to accept students without regard to race or color. Subsequent decisions have extended this policy to eliminate discrimination against women. “The Seminary will not take the initiative in informing an applicant for field education assistance of the race (or sex) of the candidate.”

**FIELD EDUCATION POSITION DESCRIPTION**

**(Due to the Field Education Office no later than March 2, 2020)**

**Position Title**

**Name of Church or Organization**

Street Address

**City, State, Zip Code**

1. **Description of the Field Placement Setting:**
2. **Description of the opportunities and responsibilities for the student:**
3. **Description of the arrangement for supervision:**

1. **Practical Considerations:**
   1. **Compensation:**

**Travel Expenses:**

**Other Perquisites:**

**2. Transportation: Is a car needed?**  **Travel time** \_\_\_\_\_\_\_\_\_\_\_\_\_

**3. Supervision: Weekly \_\_\_\_\_ Bi-weekly Other**

**4. Starting Date: Ending Date:**

**Weekly Schedule:**

1. **Additional information:**
2. **How do you see this placement in the context of the field education program?**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**