



Ministry Equip 2022 Prospectus

in association with



nbi nehemiah
bible institute



BEE LEVEL - 1

Vastfontein Community Transformation (NPC) Reg No: 2003/003122/08
PBO Reg No: 9300 08 399 NPO Reg No: 037-765 Section 18A Reg No: RG/0048/02/05
Directors: A van der Merwe (Chair); M Fourie (CEO); WJ Fourie (COO); W Badenhorst; T Schoeman; M Burns
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VASTFONTEIN COMMUNITY TRANSFORMATION (VCT) MINISTRY EQUIP PROSPECTUS FOR NBI ACCREDITED TRAINING

1. Ministry Equip Overview

VCT has been doing Ministry Equip training since 2010, approximately 110 students have been trained over this period of time. The training material has recently been accredited with the Quality Council for Trades and Occupation (QCTO). The registration information for the two training courses are as follows:

Occupational Certificate: Christian Religious Practitioner-NQF Level 2 (156 credits), (SAQA code-101997), (QCTO Curriculum code- 263601004)

Occupational Certificate: Christian Religious Professional-NQF Level 5 (237 credits), (SAQA code101571), (QCTO curriculum code-263601005).

The courses were developed and have been registered by the Nehemiah Bible Institute (NBI) with whom VCT has an agreement to present the training.

NBI's Vision and Mission

Living churches with spiritually competent leaders serving the coming of God's Kingdom in their communities and the world.

To help church leaders develop their leadership and ministry skills as servants of God through a blended mode of study (both distance & contact learning program) based on the Bible.

VCT's Vision and Mission

To Transform Communities through Education, Development, Training and Mentorship



A leader who studies these courses will be able to:

- Gain proper and sound knowledge about the Bible.
- Grow spiritually by committing to God so as to serve Him fully.
- Use what he or she gains to build other people up in their faith.
- Guide the church in the full truth of God's Word and to protect it from false teachings and practices.

VCT REGISTRATION & LEGAL STATUS

Registered as Non-Profit Company (NPC); Reg No 2003/003122/08

Registered non-profit organization: 037-765-NPO

Registered Public Benefit Organisation with Article 18A tax exemption: 9300 08 399

Section 18A no: RG/0048/02/05

Member of Association of Christian Religious Practitioners-ACRP. NBI courses are also accredited by ACRP to be offered as Continuous Professional Development (CPD) courses. Those who are interested can speak to us for further details.

DIRECTORS

Me. Annamarie van der Merwe (Chairperson)

Ds. Willem Badenhorst

Mr. Theo Schoeman

Pastor. Mike Burn

Mr. Wessel Fourie (COO)

Mrs. Mathilda Fourie (CEO)

VCT CEO: Mrs. Mathilda Fourie 082 903 2894, mathilda@vastfontein.co.za

VCT COO: Mr. Wessel Fourie 083 449 0310, wessel@vastfontein.co.za

VCT Manager Shared Services: Mrs. Tharina de Goede 073 444 5363, tharina@vastfontein.co.za

VCT Student affairs manager: Me. Mmapula Lebelo 082 532 6603



mapula@vastfontein.co.za

LEARNING CENTRE SUPPORT GROUP

VCT has over the years used a system of learning centres support groups (fraternity groups) and the system has proved to be very beneficial to learners. It is also part of supporting VCT students to grow in fellowship through sharing ministry experiences and burdens. While we cannot force everyone to belong to a group, it is compulsory that everyone gives us a name of their mentor:

WHO MAY ENROL?

These courses are designed to help church leaders at the grassroots level who did not have the opportunity to get theological training. Most of them are already in ministry. They are expected to apply what they learn in the practical situation of a congregation. They range from youth leader, Sunday school teacher, elders, deacons, reverends, evangelists, bishops and archbishops. The courses are designed according to the needs felt by church leaders in Africa.

IMPORTANT NOTE:

Even though these are SAQA/QCTO accredited programs, completing them successfully does not guarantee work in any particular church, since each church is independent and decides on its own which qualifications it requires of its leaders. We wish you God's blessings in ministry



2. Course structures & dates

NQF 2 – CHRISTIAN RELIGIOUS PRACTITIONER COURSE 156 CREDITS SOKHANYA BIBLE & MINISTRY PROGRAM (SBMP)

Candidates do not need matric to do this course. They must be able to read and write. Arrangements can be made for those who want to do it orally. The course is presented twice a year on a part time bases and can be done onsite or virtually. Training sessions take place Wednesdays and Thursdays from 08:00 to 16:00.

This course **can not** be done modular, it has to be done as **one continuous course**.

MODULES & PRICING:

The course consists of 10 modules, each module has a knowledge component, a practical component and a workplace component. The sending pastor/organization has to appoint a mentor for the student who verifies the workplace components. A R500 registration fee is required at registration. The cost of the course per student is R 6 000 and is payable at R1 500 per month over the 4-month duration of the course, no later than the 4th of each month. The following modules are presented during the course:

- | | |
|--|---|
| SBMP 01: The Bible as our basis of faith | SBMP06: Faith of the Christian community |
| SBMP 02: Key aspects of Christian faith | SBMP 07: Preaching ministry |
| SBMP 03: The church as the community of believers | SBMP 08: Caring ministry |
| SBMP 04: Be a true church leader | SBMP 09: Managing church affairs |
| SBMP 05: Doing the work of a Christian leader | SBMP 10: Bring Christ to the world |

COURSE DATES:

Semester 1: Starts: 16 February 2022 Ends: 23 June 2022
(Easter recess 2 April-11 May)

Semester 2: Starts: 20 July 2022 Ends: 17 November 2022



(Term recess 2 Sept – 12 October)

NQF 5 – CHRISTIAN RELIGIOUS PROFESSIONAL COURSE 237 CREDITS LEADERSHIP & MINISTRY DEVELOPMENT PROGRAM – (LMDP)

Candidates need matric to do this course. Those who do not have matric must prove that they can handle the course at this level. Through the RPL process candidates who do not have matric can be assessed to see if they are competent enough to handle this course.

The course is presented over a two-year period, 2 days a week, module by module. Students can enroll per module. The course is presented on-site or via online platform (users who prefer to do it online have to ensure that they have the necessary internet support services). Lessons are presented two days a week, (Mondays and Tuesdays)

A R500 registration fee is required at registration. The cost of the course per student is R 2 000 a month for 9 months each year, payable no later than the 4th of each month. **No payment is required for December, January and April.** The following modules are presented during the course:

MODULES, DATES & PRICING

Module	Start Date	End Date
LMDP 01-Basic Christian concepts The purpose of ministry Embrace the Christian faith	07 Feb 2022 07 March 2022	01 March 2022 29 March 2022
LMDP 02-Bible and bible interpretation Learn to interpret the bible Study the bible - OT Study the bible – NT	09 May 2022 23 May 2022 15 Aug 2022	17 May 2022 31 July 2022 20 Sept 2022
LMDP 03-Build the relationship with God Grow through prayer and preaching Lead meaningful worship services	10 Oct 2022 07 Nov 2022	01 Nov 2022 03 Dec 2022
LMDP 04-Nurture fellowship in the church Build up the body of Christ Organise effective ministries	06 Feb 2023 08 May 2023	14 March 2023 06 June 2023
LMDP 05-Develop pro-active and reactive skills Develop a Christian lifestyle Practise pastoral care and counselling	09 July 2023 04 Sept 2023	29 Aug 2023 08 Oct 2023
LMDP 06-Develop leadership skills Develop leadership and management skills	09 Oct 2023	07 Nov 2023
LMDP 07-Reach out to the world		



	13 Nov 2023	12 Dec 2023
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3. Recognition of Prior Learning (RPL) process

VCT stakeholders and students (former and current) are asking whether they will get credits for the work they have done with NBI in order to get the QCTO qualification?

As part of looking for answers to the question, we can state that through the RPL process the following considerations can be made:

- The view we have is that there should be a way to recognize the work people/leaders have done and the vast experience they have in ministry.
- Some leaders have received training from other institutions for qualifications other than theology, and all these factors must be taken into account.
- We will not apply a blanket approval to those who did NBI courses, but each case will be dealt with per candidate. The process should determine whether people will be able to handle the NQF level 5 course or they will still need to do the NQF level 2 course. On top of assessing them on the basis of NBI courses, which will be an advantage to them, they will also be subjected to the same process that all other candidates for RPL go through.

All candidates who apply for RPL will be taken through a process of evaluation on the basis of age, ministry experience and educational/ theological training. A form will be given to each candidate to fill in, followed by semi-structured interviews as part of the process, and if need be, an assessment will be written by candidates.

4. Assessment & Moderation

For both SBMP & LMDP courses, each module has a workbook to serve as an assessment tool. In the workbook there are assignments and the learner must do all these assignments. The VCT facilitator will assess and sign all work done. **All the workbooks will be sent to the NBI office for moderation to serve as a portfolio of evidence.** Learning groups will also do some assessment together. The tutor/ facilitator will provide guidance in such cases and guard against learners copying each other's work. To get the certificate for the qualification each candidate must be assessed at the following levels/modes:

5.1 Formative Assessments

All VCT students are expected to do all the practical exercises found in every lesson of the NBI learning guides. These are meant to help the learner gain understanding as the study continues.

5.2 Summative Assessments

Each NBI module goes with a workbook. The learner must do and complete all the assignments in the workbook. After finishing all the assignments, he or she must give it to the tutor/facilitator to sign all the assignments. After the tutor/facilitator signs, **the workbook will be sent to the NBI office for moderation.** No unsigned workbook will be assessed.

5.3 External Integrated Summative Assessment (EISA)

To receive the certificate for the qualification all students have to write the final exam (EISA), which is set by the Quality Council for Trades and Occupations (QCTO) and administered by ACRP.

IMPORTANT NOTE:

A significant part of each assessment/workbook will be a practical assignment. The learner will have to perform a practical task, applying what has been learnt in a particular learning guide. Failure to complete the practical assignments will make it very difficult for a person to qualify as a competent learner and get the certificate.

6 Application & Registration Process

VCT is committed to providing excellent training experience. For us to achieve that we need your help and co-operation. We are by law expected to provide guidance to people who want to study at VCT, and to place them on courses that they qualify for. We have to assess/evaluate your application properly. **Note that completing the application form does not guarantee acceptance. After internal processes have been done the candidate will be notified whether he or she is accepted in the program and due guidance will be given.**

Admission requirements

For entry on **NQF level 2 (SBMP course)**, candidates are required to be able to read, understand and write English. People who do not have matric are welcomed to apply for study. Arrangements can be made for oral candidates as well.

For entry on **NQF level 5 (LMDP course)**, candidates are required to have matric. For those who do not have matric but feel that they can handle the demands of this course level, will go through a process of RPL (Recognition of Prior Learning). VCT will do the assessment and notify the candidate whether the application is successful or not.

Application & registration process

- Candidates must first read the prospectus before applying so as to make an informed decision. This prospectus goes with an application form, and if the candidate is convinced



that he or she wants to study with VCT, he or she can apply.

- Fill in the application form in full, as no application will be considered if the form is not filled in completely or properly. Include all the academic documents (certificates) in support of this application and send the application form at the following email: **info@vastfontein.co.za**
- The application forms will be checked to determine whether the candidate qualifies or not, and proper guidance will be given accordingly. If the candidate qualifies for study, he/she will be registered and an acceptance letter will be sent immediately via email. It is compulsory that all candidates must provide an email address (it can be yours or a friend/relative).
- Once you receive an acceptance letter you can pay the administration fee and the module fees. Check the fee structure at the end of the prospectus. Candidates must pay for each module in advance into the VCT bank account. The fees are inclusive of learning guides and administration related costs. The candidate must notify the VCT students affair manager about the payment made.
- Once you are registered a student number will be allocated to you, and you must use that student number in all your correspondence with VCT. Note that, this acceptance is provisional until you have paid the money into the VCT account. You will receive your modules once training commences

Please do not hesitate to call our office if you need further clarity. Office: 012 010 0175



7 Application Form



MINISTRY EQUIP - APPLICATION FORM

PLEASE WRITE CLEARLY USING CAPITAL LETTERS / ALL FIELDS COMPULSORY
NO PARTIAL / INCOMPLETED FORMS WILL BE PROCESSED

Read the prospectus carefully before completing this application form

Please kindly complete all the details below: (write clearly)

Submit the copy of your Identity Document or Passport

Submit all the educational certificates

Submit a recommendation letter

Recommend yourself for selection in the space: ***share about yourself***

Do not pay money into our account until the VCT office tells you to do so

You can check the status of your application by contacting the VCT office

Candidates are advised to give us email address for communication



THE COURSE APPLIED FOR:

Sokhanya Bible & Ministry Program (SBMP): NQF 2	Full Course:		Module #:	
Leadership & Ministry Development Program (LMDP): NQF 5	Full Course:		Module #:	

NOTE: Please kindly note that the courses (SBMP & LMDP) are only available in English.

PERSONAL DETAILS:

Title:		ID # or Passport # & country of origin	
Full Names:		Surname:	
Date of Birth		Cell phone	
e-mail:			
Home Address:		Postal Address:	
	Postal Code:		

Please kindly attach a copy of your Identity Document or Passport (compulsory).

EDUCATIONAL QUALIFICATIONS:

Qualification	Institution	Date obtained

Note: It is compulsory to submit supporting certificates.



CHURCH DETAILS

Name of Church:		Denomination:	
Name of Snr. Pastor:		Pastor contact #:	
Church location:		# Years in Church ministry:	
Position in church ministry:			
Main responsibilities:			
Mentor title:		Mentor Name & Surname:	
Mentor Contact #		Mentor e-mail:	

NOTE: Kindly attach a recommendation letter for your studies, from your church/ pastor/ elder/ colleague. You also need a mentor who will be supporting you in your studies.

REFERENCES FOR STUDENT:

We need a name of somebody we can contact in case we do not find you for whatever reason:

Name & Surname of relative or friend:			
Relative/friend Contact #		Relative/friend e-mail:	

PERSON RESPONSIBLE FOR PAYING ACCOUNT:

Name & Surname of person responsible for paying the account:			
Person paying account Contact #		Person paying account e-mail:	



HOW DID YOU HEAR ABOUT THE COURSE?

Social Media		Friend/Church		Website	
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SHARE ABOUT YOURSELF

Note: This part is compulsory and important in this application. (The work you do/ employment history, your passion/ ambitions, the kind of ministry you are conducting. Also tell us why you think the NBI training will help you as a person as well as in the ministry you conduct).

Student signature:

Date:

VCT OFFICE DETAILS: After completing this form send it to us in the following modes:

Hand deliver: Plot 131, Alpha rd. Vastfontein. Pretoria

Scan the form and email it to: info@vastfontein.co.za

Post it to: Vastfontein Community Transformation. PO BOX 783, Pyramid. 0120