



exploring faith matters

Registered Charity No: 1061962

This Agreement is between the Education for Ministry Trust (E/M)
c/o 46 Barn Meadow Close, Church Crookham, Fleet, Hants GU52 0YB and

_____ (You).

You agree to act as an E/M Mentor for the study year which your E/M Group is to commence with the Start Date of:

and will provide your services in respect thereof in accordance with the terms of the Manual for Mentors.

Expenses incurred in respect of your activities as an accredited E/M mentor including the costs of undertaking Mentor training and assessment courses in order to maintain your accreditation as an E/M Mentor will be your own liability, and will be charged to you by E/M at the relevant time.

You may engage the services of an assistant to assist you with your duties as an E/M Mentor for your Group, provided that that person is also an accredited E/M Mentor.

You will agree together with your Group where the Group meetings will take place. You will provide any administrative services, as are required from your own property, and will also provide such equipment as is necessary to enable you to carry out the services provided. E/M will provide you as Mentor with the course study materials required for the Group's training in accordance with the E/M Manual.

E/M agree to pay for your services upon receipt of your invoice as follows:

- a) £25 annual grant to cover expenses e.g. books, flip-chart paper, copying etc. for your group – this should be claimed at registration.
- b) £55 per student joining your Group for any study year, such payment being due as to one half following your submission of the Group Status Reports and Group Registers for the initial 18 sessions, and following conclusion of the full 36 sessions.

Mentors have the option of

- (i) receiving their start-up grant and fees **or**
- (ii) receiving mentor training at no cost no more than once a year for the life of the group or for 18 months after the end of that group.

The Agreement will run for the period covered by your Group's study year, and a new Agreement will need to be completed for any subsequent study years for your Group. It may be terminated by both parties in agreement with each other, or on one month's notice by either party, or by E/fM either on your death or in the event of you becoming incapacitated from undertaking the services as set out in the Agreement.

You agree to observe due confidentiality in regard to the affairs of E/fM and agree that you are responsible for all income tax and national insurance liabilities arising from payments by E/fM to you under this Agreement by virtue of having self-employed status for taxation purposes.

The parties to this Agreement signify their acceptance thereof:-

Signed for and on behalf of E/fM

Signed by the Mentor

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Administrator

.....
Mentor

Date:-

Date:-

.....
Management Group/Trustee

Date: